

PD LOG #	Last Name	First Name	Requestor Type	DOC #	Date of Receipt	Assigned To	Summary	Date of Last Action	Status	Location	# of Pages Made Avail.	# of Pages Provided	All Staff Hours
12-21758	McKee	Jeffrey	Offender	882819	8/24/2012	Terrell, Paula L. (DOC)	all records regarding his cell search on 8/21/12	5/6/2013	3 Closed	In Unit			6
12-21759	Wickens	Sean	Attorney	806563	8/24/2012	Siverts, Jacqueline L. (DOC)	Edmund Guilliot 806563 DOC form 05-165		3 Closed	In Unit	2		
12-21760	Moses	Kym	Attorney	342610	8/24/2012	DOC MCC PDU	Tristan Appleberry 342610 prison records (CF)		0 New	Out of Unit			
12-21761	Bettis	Chandra	Other Government Ag	779877	8/24/2012	Peterson, Terrina D. (DOC)	Michael Lynch 779877 police reports, risk assessment, letters of completion, psychosexual eval, polygraph, plethysmograph, risk level etc.	9/25/2012	3 Closed	In Unit	187		
12-21762	Munari	John	Citizen	359327	8/27/2012	DOC MCC PDU	Abraham Boulder 359327 mug shot		0 New	Out of Unit			
12-21763	Thompson	Paul	Attorney	790900	8/27/2012	DOC CBCC PDU	Brandon Backstrom 790900 CF		3 Closed	Out of Unit	490		3.5
12-21764	Rowe	Anthony	Offender	875392	8/27/2012	DOC CRCC PDU	pay sheets from the kitchen for June		0 New	Out of Unit			
12-21765	King	Lloyd	Offender	347797	8/27/2012	DOC CCCC PDU	J&S		3 Closed	Out of Unit	12		1
12-21766	Michael	Kirk	Offender	971550	8/27/2012	DOC CBCC PDU	DOC Policy 100.100 and 800.010		3 Closed	Out of Unit	12		0.15
12-21767	Cooley	Steve	Attorney	774000	8/27/2012		PDU-21149	8/28/2012	3 Closed	In Unit	34	34	2
12-21768	Cordova	Dodie	Citizen		8/27/2012	Peterson, Terrina D. (DOC)	any/all records related to SCCC medical staff leaving and records regarding their performance or discipline	1/23/2013	3 Closed	In Unit	339	105	21

PD LOG #	Archived	Authorization	Barcode#	Current Month's Hours	Date of Destruction	Destruction Date Due	Firm/Business Name	Follow	Full Name	General Comments
12-21758		No		2.00					Jeffrey McKee	6/13/13 request is closed. 10/28/13 PD file placed in bin to be filed in PD file room. Port was done and one CD is in the file and the other placed in the black storage box.
12-21759		No		1.00			Wickens Law Group		Sean Wickens	
12-21760		No					Wilson Smith Cochran Dickerson		Kym Moses	
12-21761		Yes					OR Dept. of Human Services		Chandra Bettis	similar to PDU's 21576 & 21754
12-21762		No							John Munari	
12-21763		Yes		2.00			Snohomish Co. Public Defenders Association		Paul Thompson	2/6/14 file closed, never received funds.
12-21764		No							Anthony Rowe	
12-21765		No		0.50					Lloyd King	
12-21766		No		0.15					Kirk Michael	2/6/14 file closed, never received funds.
12-21767		No					Los Angeles Co. Dist. Attorney's Office		Steve Cooley	
12-21768		No							Dodie Cordova	Shawn Francis' mother James Jellison - 1st Installment Rodolfo Trevino Sonny Ridenour - 1st Installment Carey Tucker

PD LOG #	Initial Response Sent	Initial Response Due Date	Litigation Hold	Mailing format	Month	Next Due Date	Payment Amount	Payment Receipt Date
12-21758	8/31/2012	8/31/2012			2012-8	6/26/2013		
12-21759	8/29/2012	8/31/2012			2012-8	8/31/2012		
12-21760		8/31/2012			2012-8	8/31/2012		
12-21761	8/27/2012	8/31/2012			2012-8	10/8/2012	\$ 1.69	
12-21762		9/4/2012			2012-8	9/4/2012		
12-21763	8/27/2012	9/4/2012			2012-8	9/4/2012		
12-21764		9/4/2012			2012-8	9/4/2012		
12-21765	9/5/2012	9/4/2012			2012-8	9/4/2012	\$ 3.40	
12-21766	8/27/2012	9/4/2012			2012-8	9/4/2012	\$ 3.01	
12-21767	8/28/2012	9/4/2012			2012-8		\$ -	
12-21768	8/27/2012	9/4/2012		Compact Disk	2012-8	2/23/2013	\$ 1.69	

PD LOG #	PD Actions	PDC Hours	PDS Hours
	RS to CRCC Records received and saved in Outlook. 11/15/12 RS to HQ I&I Active investigation \$\$Cost letter due 11/14/12\$\$ 11/14/12 extension letter mailed \$\$New due date for cost letter is 1/17/13\$\$ 1/17/13 extension mailed. \$\$New due date for cost letter is 1/31/13\$\$ **this is an active investigation. Need to send letter informing him on or before 1/31/13 1/31/13 extension letter mailed \$\$New due date for cost letter is 2/7/13\$\$ 2/7/13 extension mailed \$\$New due date for cost letter is 3/14/13\$\$ 3/14/13 JG approved extension letter. \$\$New due date for cost letter is 5/7/13\$\$ JG approved extension letter. We discussed cases regarding the 8/22/13 segregation. I will review all the records I have been given for this request and P's other 8/22 seg requests and place on the task que for DV's review. Extension letter mailed on 5/6/13. My due date to P is 6/26/13; however, I have placed a due date in SharePoint and on the file of 5/13/13.		
12-21758	\$\$New due date for cost letter is 6/26/13\$\$	1.50	2.50
	1. Received initial request. 08/24/12.		
12-21759	2. Materials gathered and initial and cost letter sent. 08/29/12.		
	3. No response within 3 days. Request is now closed.		1.00
12-21760			
	8/27/12 .75 Initial ResponseOrdered Field/Central filesOrdered ESR file from JW8/31/12 3redacted documentswaiting on 2nd eyes		
12-21761	9/25/12emailed cost letter		
	11/6/12no payment/response from requestorrequest closed		
12-21762			
	8/27/12 5 day letter mailed		
12-21763	9/7/12 cost letter mailed	1.50	
12-21764			
	08/27 request sent to E. downey PM		
12-21765	09/05 cost letter sent to King. PM		
	11/26 funds rec'd - docs sent PM	0.50	
12-21766			
		0.15	
12-21767	final sent 8/28/12		2.00
	8/27/2012 .5 Initial ResponseRouting Slip (SCCC)9/13/12rec'd Jelison; Trevino; Tucker from SCCCsent routing to H. Boe for RidenourHeather/Amy Bean Don't have a file for Ridenour		
	9/18/12Re-routed to Thrasher for RidenourThrasher came back saying he doesn't have anything.checked with Health Services and contract folks, no one has a "employee file" for Ridenour		
	9/28/12Requested Contracts/termination for all		
	10/2/12Follow up with SCCC		
	10/11/12 - SCCC sent everything they have		
	10/17/12-routing to WCC for Tucker's stuff		
	10/17/12-1st install done.		
	10/18/12-Enjoinment For first install		
	10/25/12-Cost letter sent (105pgs)		
	11/09/12-1st install mailed.		
	1/8/13 - 6		
	split last installment into 2, to make the I&I Investigation the 3rd installment to allow time for Denise to review-Put 3rd on D/I task Q, 2nd on 2nd eyes		
	1/9/13 - 6		
	Enjoinment packets		
	1/14/13 - 1		
	Extension Letter, Enjoinment packets for Trevino and Paterson were returned. Emailed Paterson's and re-sent Trevino's to P.O. Box 191, Inchelium, WA 99138		
	1/23/13 - 2		
	-Denial Form, Cost letter emailed		
	4/12/13 .50		
	-NO payment, File Closed		
12-21768			

PD LOG #	Requested Items	To Do Date	To Do Status
12-21758	Each and every and all records, emails and metadata related to the 8/21/12 1900 cell search at the Coyote Ridge Corrections Center of Jeffrey R. McKee, DOC#882819.		Initial
12-21759	A blank copy of DOC Form 05-165, Offender Complaint.	10/1/2012	Other
12-21760			Initial
12-21761	Judgement & SentencePolice ReportsSex Offender Treatment Reports/EvaluationsPolygraphs/PlethysmographsSex Offender Scoring Tools	10/26/2012	Other
12-21762			Initial
12-21763			Initial
12-21764			Initial
12-21765			Initial
12-21766			Initial
12-21767			Initial
12-21768	Any and all records related to the transfer, dismissal, firing or resignation of Stafford Creek Medical staff-James Jellison, Rodolfo Trevino, Sonny Ridenour and Carey Tucker.Any and all records related to any type of performance evaluations, disciplinary records, or any other similar records for James Jellison, Rodolfo Trevino, Sonny Ridenour and Carey Tucker.	11/26/2012	Other

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12-21769	McCumber	Danny	Offender	285835	8/27/2012	Siverts, Jacqueline L. (DOC)	any record about him written by Shelly Minnick		3 Closed	In Unit	2		
12-21770	McKee	Jeffrey	Offender	882819	8/27/2012	Terrell, Paula L. (DOC)	any/all records regarding his 8/22/12 segregation		3 Closed	In Unit			12.5
12-21771	Freedman	Robert	Offender	358484	8/27/2012	Garland, Kari A. (DOC)	info on work release and the requirements; hours a week and cost for a vehicle	11/6/2012	3 Closed	In Unit	51	51	2.5
12-21772	Hedman	Eric	Citizen	786650	8/27/2012	Siverts, Jacqueline L. (DOC)	Roger Souther 786650 records and current info		3 Closed	In Unit			
12-21773	Gann	Veronica	Citizen		8/27/2012	DOC AHCC PDU	# of EFV's processed in on Saturday's @ 11am from 1/1/12-8/15/12		2 Waiting	Out of Unit	16		

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12-21769		No		1.00					Danny McCumber	
12-21770		No		2.00					Jeffrey McKee	6/13/13 request is closed. 9/3/13 Final letter mailed; port done and one copy of CD placed in PD file and the other placed in the black box and PD file placed in bin to be filed in PD file room.
12-21771		No		0.25					Robert Freedman	Printed W/R general info & W/R facilities in Seattle info from the DOC website & the following policies 380.540; 300.500; 300.380; 310.150.
12-21772		No		0.50					Eric Hedman	
12-21773		No		2.00					Veronica Gann	

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12-21769	8/29/2012	9/4/2012			2012-8	9/4/2012		
12-21770		9/4/2012			2012-8	12/12/2012		
12-21771	9/4/2012	9/4/2012		Photocopy	2012-8		\$ 12.50	11/28/2012
12-21772	8/30/2012	9/4/2012			2012-8	9/4/2012		
12-21773	8/29/2012	9/4/2012			2012-8	9/4/2012	\$ 3.85	

PD LOG #	PD Actions	PDC Hours	PDS Hours
12-21769	<p>1. Request received. 08/28/12 2. Items 3 and 4 gathered. Initial and cost letter sent. 08/29/12. 3. 30 days passed, no response from requestor. Request is now closed.</p>		1.00
12-21770	<p>8/31/12 Jamie reviewed my draft five day letter. The yellow highlighted area shown above, is what she added. She said if more names are provided by McKee we will not treat as a new request and issue a new tracking number, but rather tac on to this request.</p> <p>RS to CRCC Received and placed in PD file. **See email regarding the video recordings. There are none. Email is saved in Outlook. 12/12/12 reconfirmed this is an active investigation. \$\$Cost letter due 11/2/\$\$</p> <p>11/2/12 extension letter mailed \$\$New due date for cost letter is 12/12/12\$\$ 12/12/12 Cost letter mailed for items #3 and 6. All other items are part of an active investigation</p> <p>Number of Pages 2 x .20 \$0.40 Postage + \$0.45 Total Cost \$0.85</p> <p>Records have been reviewed. There are no redactions. 2/7/13 Talked w/DV in follow-up to her e-mail to me dated 2/5/13 stating we are going to need to provide the records gathered in response to this request that were previously denied as an active investigation. She instructed me to not send any records as CRCC is completing a search for all responsive records to this PDR. Once received we will then send to McKee. 9/3/13 Directed to mail the 103 pages of responsive hard copy records that was reviewed by the AG's office, DV and myself to McKee. The denial form, records, and final letter reviewed by JG and mailed to McKee.</p>	6.50	4.00
12-21771	<p>09/04/12 Mailed initial 5-day response letter (45/110612) 11/06/12 Mailed \$ cost letter (51 pages/\$12.50) 11/21/12 Recd pmt of \$12.50 from someone other than the requestor requesting docs be mailed to his address 11/28/12 Recd pmt of \$12.50 from requestor 11/30/12 Mailed docs to requestor 12/26/12 Submitted A-19 for refund of \$12.50 to person other than requestor who sent in pmt.</p> <p>REQUEST CLOSED - PDU Folder to file room bin</p>	0.00	2.50
12-21772	<p>1. Received request. 08/27/12 2. Sent e-mail to clarify request. Will close in 30 days if no receipt. 08/30/12. 3. No response within 30 days. Request closed. 10-03-12</p>		0.50
12-21773	Correspondence was conducted via Outlook. Anne Guzman for Risa Klemme	2.00	

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12-21769	<p>1. Any and all e-mails exchanges, or replies between Michelle Minnick and anyone else regarding Danny McCumber #282835.</p> <p>2. Any other documents between 07-31-12 and 08-28-12 by Michelle Minnick regarding Danny McCumber.</p> <p>3. Any and all chronos by Michelle Minnick regarding Danny McCumber.</p> <p>4. Michelle Minnick's buisness address.</p>	10/1/2012	Other
12-21770	<p>1. Each and every and all records and emails and meta data related to the 8/22/12 segregation of Jeffrey R. McKee, DOC#882819;</p> <p>2. Each and every and all records, e-mails and meta data related to the 8/21/12 through 8/22/12 I&I search and/or segregation of Kevin Mitchell, Coyote Ridge Corrections Center and others currently unknown;</p> <p>Public records requests are for identifiable, existing records. You provided the name of inmate Kevin Mitchell. Staff will identify and gather records pertaining to Item #2 of Kevin Mitchell only, unless you provide other names.</p> <p>3. Any document that identifies the name of the "old white haired man" who was present at Coyote Ridge Corrections Center on 8/22/12 at I Unit about 12 45;</p> <p>4. All photos and video recordings related to the 8/21/12 confiscation of your legal /property. All photos and video related to the 8/22/12 search of your legal property;</p> <p>5. All video surveillance recordings from Coyote Ridge Corrections Center I Unit A side officer's office where your legal property was stored and searched between the dates of 8/21/12 and 8/23/12;</p> <p>6. A copy of your request that was assigned tracking number PDU-21770.</p>		Initial
12-21771	<p>Disclosure of the following</p> <p>1. DOC information on work release and the requirements for the program</p> <p>2. How many hours a week for work the cost for the offender</p> <p>3. 380.540 for Personal Vehicle Use by Offenders</p> <p>4. Information about the locations of work release facilities in downtown Seattle</p> <p>5. Successful plans for car use.</p> <p>My reply- A public disclosure request must be for a copy of an existing document, not information. My interpretation of items #1, 2, 3 & 5 of your request is for a copy of the DOC policies that contain information regarding the subject matter of the items. If this interpretation is incorrect, please write to me at the address below to clarify your request; otherwise I shall proceed with gathering the documents as outlined in my interpretation above for items #1, 2, 3 & 5.</p>		Waiting-Someone else
12-21772	<p>1. The records for Mr. Roger Souther #786650.</p> <p>2. The current information on Mr. Roger Souther #786650.</p>	10/1/2012	Other
12-21773			Other

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12-21778	White	Yoshio	Offender	633518	8/27/2012	Terrell, Paula L. (DOC)	any/all emails or reports from staff about the burning of incense in P-bldg for the months of May and June 2012	12/12/2012	3 Closed	In Unit	17	17	3
12-21779	Collier	Derek	Offender	889110	8/27/2012	Peterson, Terrina D. (DOC)	all CI info regarding himself assaulting another i/m and DOC face sheets of each informant	12/24/2012	3 Closed	In Unit	65		
12-21780	Taylor	Robert	Offender	336760	8/27/2012	Shamberg, Virginia B. (DOC)	prison to prison list of all states with agreement with WDOC	1/14/2013	3 Closed	In Unit	8		
12-21781	Radley	Marshall	Citizen	993106	8/27/2012		all records about Jonathan Vargas 993106	12/3/2012	3 Closed	In Unit	11	11	4
12-21782	Radley	Marshall	Citizen	335039	8/27/2012		2nd request for PDU-21538	8/29/2012	3 Closed	In Unit	3	3	3.25
12-21783	Wheaton	Angela	Citizen	307518	8/27/2012	DOC WCCW PDU	Erica Robertson 307518 any/all records on hearing from 7/24/12	11/29/2012	3 Closed	Out of Unit	77	77	10.5
12-21784	Lang	Stephanie	Other Government Ag	840497	8/27/2012	Siverts, Jacqueline L. (DOC)	Victor Meza 840497 CF and chronos		3 Closed	In Unit	11		2

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12-21778		No		2.00					Yoshio White	12/12/12 file placed in bin to be filed. No port done.
12-21779		No							Derek Collier	
12-21780		No							Robert Taylor	
12-21781		No							Marshall Radley	
12-21782		No							Marshall Radley	
12-21783		No		5.00			First American Title		Angela Wheaton	9/5/12 Initial request finally received by requestor. RECEIVED different email address. 10/19/12 sent extension letter asking for additional 15 days. 11/2/12 sent to DV for 2nd eyes due to CI info. 11/29/12 sent final letter and documents via email.
12-21784		No		1.00			US Probation		Stephanie Lang	

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12-21778	9/4/2012	9/4/2012		Photocopy	2012-8	10/19/2012	\$ 4.70	11/26/2012
12-21779	8/28/2012	9/4/2012		Photocopy	2012-8	1/24/2013		
12-21780	8/30/2012	9/4/2012			2012-8	2/6/2013	\$ 2.70	
12-21781	9/4/2012	9/4/2012		Photocopy	2012-8		\$ 4.15	11/26/2012
12-21782	8/29/2012	9/4/2012			2012-8		\$ -	
12-21783	9/4/2012	9/4/2012		E-Mail	2012-8	9/4/2012	\$ -	
12-21784	8/30/2012	9/4/2012			2012-8	9/4/2012		

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12-21778	<p>RS to SCCC I received records via email but had to return as some of hte emails (attachments) were vaulted. Received the "unvaulted emails". I need to ensure all the records offered to White in PDU-21128 are offered in this request. This is a duplicate of 21128 that I have just discovered.</p> <p>\$\$Cost letter due 10/19/12\$\$</p> <p>10/19/12 Cost letter mailed</p> <p>Number of Pages 17 x .20 \$3.40 Postage + \$1.30 Total Cost</p> <p>\$4.70 Records have been reviewed and denial completed. 10/24/12 received letter 10/31/12 responded to letter 12/12/12 records mailed.</p>		
12-21779	<p>8/28/12 Initial ResponseRouting Slip to MCC/T. Thrasher9/4/12MCC asked for extention to 9/19/12Re-routed to WCC (offender transferred) due 09/18/12Re-routed to WSP transferred again 9/12/12Follow up with Tim 9/14/12Rec'd documents from CF 9/19/12Follow up with MCC for their IIU stuff (10/2/12) 9/27/12All documents rec'd from MCC 9/28 Follow up with Fallon for HQ IIU response 10/1 Nothing from HQ IIU 10/4 Send MCC updated routing 10/10/12 MCC needs until 10/18... Extention letter to offender sent. 11/29/12 1st install (CI info on Denise task Q) Legal facesheets on Jamie task Q 12/4/12 1st install cost letter mailed. 12/17/2012 payment rec'd, waiting for J to review records 12/21/12 I/D need more time to review 12/24/12 1st install mailed w/ cost letter for 2nd 1/10/13 - 1 Payment rec'd records sent to requestor</p>		
12-21780	<p>8/29/2012 work flow sent to Tam Snell. 8/7/2012 Documents received. 8/10/2012 Cost letter sent.</p> <p>Received letter 1/10/2013 asking for additional infomation to this request, i informed Mr.Taylor that he would be hearing back from me as this was not requested in his original request so it will be assigned a new PDU #.</p> <p>Sent original cost letter as well/Waiting for payment.</p>		2.00
12-21781	<p>initial sent 9/4/12 cst sent 11/20/12 fml sent 12/3/12</p>	1.00	3.00
12-21782	<p>initial and fml sent 8/29/12</p>	1.00	2.25
12-21783	<p>Have tried several times sending information to the requester and turns out the email that she provided, is no longer available, as she is not working at First American Title anymore. Left voice messages with the requestor. Have not heard back from her.</p> <p>11/21/12 received email from requestor asking where her documents were. 11/28/12 received back from HQ with changes</p>	2.00	3.50
12-21784	<p>1. Received request 08-27-12. 2. Copied and redacted chronos and facesheet from OMNI and sent initial letter and items 2 and 3. 08-29-12. 3. Requested Presentence investigation from Statewide Records. 08-30-12 4. Sent 11 pages of chronos and facesheet and letter via e-mail. Advised that other items requested are still being gathered. 08-30-12 5. Received response from Statewide records no documents 09-17-12 6. Ordered archived field file 09-18-12 7. Received archived field file no documents 09-21-12 8. Sent final letter. No items 1, 4, or 5.</p>	1.00	1.00

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12-21778	<p>1. For the time period of May through June, 2012, all e-mails and complaints from teachers and C/Os sent to the Chaplain and Stafford Creek Corrections Center Administration concerning the burning of incense;</p> <p>2. A copy of the memo dated July 16, 2012 by Pat Glebe regarding policy DOC 700.100 and DOC 700.000.</p>		Initial
12-21779	<p>1. Copies of all confidential information related to your placement on Administrative Segregation (6/26/12), the Administrative Segregation Reviews that followed (7/12/12; 8/9/12) and the 663 infraction dated 7/29/12 along with the hearing dated 8/2/12.</p> <p>2. Any and all corroborated or substantiated evidence to support the allegations made against me. (re STG activity / involvement or planning of an assault on another offender)</p> <p>3. Actual Confidential Informant's score card from IIU indicating informant's reliability, as well as previous information given by informant(s)</p> <p>4. The DOC Face sheet for each informant extracted from ONMI</p>	11/3/2012	Prepare letter/denial
12-21780	<p>Writing to request prison to prison list of all the state that have agreement with the State Of Washington.</p>		Initial
12-21781			Initial
12-21782			Initial
12-21783			Initial
12-21784	<p>1. Presentence report</p> <p>2. Institutional facesheets</p> <p>3. Chronos</p> <p>4. Disciplinary actions</p> <p>5. Revocation reports</p>	9/20/2012	Route

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12-21785	Zimmerman	Brandon	Offender	807122	8/27/2012	Shamberg, Virginia B. (DOC)	any/all records about himself	9/26/2012	3 Closed	In Unit	165	165	
12-21786	Pradhan	Anjuli	Attorney	355622	8/27/2012		Loewen Craft 355622 photos, investigations, transport records, incident reports, grievances, kites, complaints, CF, and FF	12/17/2012	3 Closed	In Unit	313	320	8.75
12-21787	Hix	Margaret	Attorney	774381	8/27/2012	Schave, Gaylene R. (DOC)	Donald Lambert 774381 CF, sluff file, chronos, certificates, infractions, work evals, education, investigations..etc		3 Closed	In Unit	835	835	15.5
12-21788	Harrison	Cynthia	Other Government Ag	856302	8/27/2012	DOC SRC/C PDU	Barriers or restrictions that would effect work	8/28/2012	3 Closed	Out of Unit			
12-21789	Johnsen	Eric	Attorney	867902	8/28/2012	DOC EVERETT PDU	Myles Craven #867902. File File from 10/1/08 to present.		0 New	Out of Unit			
12-21790	Robertson	Erica	Offender	307518	8/28/2012	DOC WCCW PDU	Erica Robertson #307518. Any infraction or investigation involving self from 6/1/12 to 8/7/12.	11/9/2012	3 Closed	Out of Unit	44		
12-21791	Effinger	Ryan	Offender	829370	8/28/2012		Ryan Effinger #829370. GED certificate of completion in 2002	9/12/2012	3 Closed	In Unit	0	0	0.75
12-21793	Boldt	Marcus	Offender	354481	8/28/2012	Schave, Gaylene R. (DOC)	Marucs Boldt #354481. All correspondence between DOC Public Disclosure Unit and Lisa Morgan in the last 24 months.	11/7/2012	3 Closed	In Unit	4	4	1.5
12-21794	Monroe	Cathy	Other Government Ag	338234	8/28/2012	Shamberg, Virginia B. (DOC)	Ron Sexsmith #338234. SOTP info, sex offender conviction	10/15/2012	3 Closed	In Unit	42	42	
12-21795	Stetson	Bryan	Offender	339734	8/28/2012	Garland, Kari A. (DOC)	Bryan Stetson #339734. Copy of the audio recording from 8/24/12	10/29/2012	3 Closed	In Unit	1	1	2

PD LOG #	Archived	Authorization	Barcode#	Current Month's Hours	Date of Destruction	Destruction Date Due	Firm/Business Name	Follow	Full Name	General Comments
12-21785		No							Brandon Zimmerman	
12-21786		Yes		8.75			The Law Offices of David A. Bufalini		Anjuli Pradhan	OHR-16186 On 8/29/12, received clarification pertaining to item #5. Will route after payment has been received for other items.
12-21787		No					Federal Public Defender Office		Margaret Hix	OHR-16187 5/14/13 sent 2nd eyes for Jamie/Denise to take a look at STG info. Denise sent to Corey Whaley for his review.
12-21788		No					SSA		Cynthia Harrison	OHR-16184
12-21789		No					Snohomish Co. Public Defenders Association		Eric Johnsen	OHR-16188 CD-2938
12-21790		No		0.50					Erica Robertson	1/16/13 admin closure due to non payment
12-21791		No		0.75					Ryan Effinger	
12-21793		No							Marcus Boldt	
12-21794		No					DSHS		Cathy Monroe	OHR-16190 CD-2940
12-21795		No		0.50					Bryan Stetson	

PD LOG #	Initial Response Sent	Initial Response Due Date	Litigation Hold	Mailing format	Month	Next Due Date	Payment Amount	Payment Receipt Date
12-21785	8/31/2012	9/4/2012			2012-8	10/15/2012		
12-21786	8/28/2012	9/4/2012			2012-8	11/21/2012	\$ 1.69	12/10/2012
12-21787	8/28/2012	9/4/2012		E-Mail	2012-8		\$ 1.69	11/26/2012
12-21788	8/28/2012	9/4/2012			2012-8	9/4/2012		
12-21789		9/5/2012			2012-8	9/5/2012		
12-21790	9/5/2012	9/5/2012			2012-8	9/5/2012	\$ 13.95	
12-21791	8/28/2012	9/5/2012			2012-8	10/17/2012	\$ -	
12-21793	8/30/2012	9/5/2012		Photocopy	2012-8		\$ 1.25	11/6/2012
12-21794	8/31/2012	9/5/2012			2012-8	10/31/2012		
12-21795	9/5/2012	9/5/2012			2012-8		\$ 0.65	10/26/2012

PD LOG #	PD Actions	PDC Hours	PDS Hours
12-21785	Workflow sent to MCC. Emailed responsive documents to Mr. Zimmerman. CLOSED.	1.00	2.75
12-21786	08/28/12 Emailed initial letter & clarification for item #5 Emailed routing slip to pdc10/24/12 Routed 2nd routing slip to pdc. 10/31/12 Emailed 5 day extension letter to requestor. 11/1/12 Emailed 1st installment. 11/20/12 Emailed cost letter for 2nd installment. 12/17/12 Mailed final responsive documents.	5.50	3.25
12-21787	initial email states she sent the attached releases, but they were not attached. Asked to resend them to me. 11/16/12 mailed out CD; waiting for payment 11/26/12 payment rec'd - JG put check transmittal form in file. 2/28/13 sent CD, waiting for payment \$1.71 5/16/13 10 bus. day extension needed. 5/29/13 sent ext of 15 bus. days due 6/19 Denise sent records for review to Whaley. 6/18/13 emailed last installment of records	3.00	12.50
12-21788	Assigned to Tammy Larson Called requestor and just needed conditions. Conditions sent.		0.50
12-21789			
12-21790		1.00	1.00
12-21791	08/28/12 Emailed initial letterEmailed routing slip to pdc9/12/12Emailed final letter-No responsive docs.	0.50	0.25
12-21793	found 2 requests PDU-16080 and PDU-16562 10/29/12 \$ letter for 4 pages 11/7/12 mailed 4 pages; request is now closed.		1.50
12-21794	8/31/2012 5 day letter sent. Workflow sent to SRCJC/Barbara Wilson. DSHS/No Charge	1.00	2.00
12-21795	08/28/12 Sent RS to SCCC (due 9/18/12) 09/05/12 Mailed int 5-day response letter (60/113012) & attached denial of audio recording 09/06/12 Recd CD & 1 page from SCCC via campus mail (.50 time rept) 10/03/12 Mailed \$ cost letter (1 page/\$0.65) 10/26/12 Recd \$ 10/29/12 Mailed docs REQUEST CLOSED - PDU Folder to file room bin	0.50	1.50

PD LOG #	Requested Items	To Do Date	To Do Status
12-21785	<p>I have located both Central file and Field file, is there certain information that you are wanting from either of these files?</p> <p>Please clarify are you seeking information regarding all of your treatment plans/SOTP file and completion certificates?</p> <p>You have requested disclosure of all records regarding SOTP /Disciplinary plus any other files with your name regarding your stay at MCC; TRU and WSR, to include SOTP exit letter from Judy McCullough .</p>		Initial
12-21786	<p>Records related to offender Loewen Craft #355622</p> <ol style="list-style-type: none"> 1. Photographs 2. Medical records 3. Medical imaging 4. DOC investigations 6. Transport records 7. Health status reports 8. Incident reports 9. Grievances 10. Kites 11. Complaints 12. All records contained in Crafts central file 13. All records contained in Crafts field file 14. All records contained in health/medical files 	11/21/2012	Other
12-21787	<p>offender Donald Lambert #774381 DOC files to include medical file, central file and sluff file to include but not limited to</p> <p>Copies of all evaluations by his supervisors</p> <p>All records of his work performance</p> <p>Inmate Education Data Transcript detailing all classes taken to date</p> <p>All correspondence from the adult education staff regarding his educational programs</p> <p>All certificates or other documentation showing his participation in any prison or volunteer program</p> <p>All infraction and infraction hearing reports</p> <p>All risk assessments</p> <p>All investigation reports</p> <p>A current copy of his legal face sheet</p> <p>All progress reports and classified referrals</p> <p>All correspondence</p> <p>All chronological reports</p>		Initial
12-21788			Initial
12-21789			Initial
12-21790			Initial
12-21791	1. A copy of Ryan Effinger #829370, GED certificate of completion in 2002.	10/17/2012	Initial
12-21793	Copy of all correspondence from the Public Disclosure Unit to Lisa Morgan in last 24 months.		Initial
12-21794	You have requested disclosure of all SOTP reports, certificates of completion , Chemical dependency during incarceration time regarding Ron Sexsmith 338234.		Initial
12-21795	<ol style="list-style-type: none"> 1. A copy of the audio recording of a phone call Stetson placed to 661-868-4934 on 8/24/12 at approx. 3 20 PM from SCCC using pin #44652543. 2. A copy of the index of all phone calls placed by pin #44652543 on 8/24/12. 		Other

PD LOG #	Last Name	First Name	Requestor Type	DOC #	Date of Receipt	Assigned To	Summary	Date of Last Action	Status	Location	# of Pages Made Avail.	# of Pages Provided	All Staff Hours
12-21803	McKee	Jeffrey	Offender	882819	8/29/2012	Terrell, Paula L. (DOC)	all records, emails, and meta data about all incoming/outgoing legal mail logs from him to Silva 957176 between 8/8/12-8/30/12	1/11/2013	3 Closed	In Unit	16	9	8
12-21804	McKee	Jeffrey	Offender	882819	8/29/2012	Terrell, Paula L. (DOC)	identify "white haired man from HQ", his title, and any document with his name and title		3 Closed	In Unit			
12-21805	Nicholson	Robert	Offender	126645	8/29/2012	Terrell, Paula L. (DOC)	All infractions	12/12/2012	3 Closed	In Unit	110	110	5

PD LOG #	Archived	Authorization	Barcode#	Current Month's Hours	Date of Destruction	Destruction Date Due	Firm/Business Name	Follow	Full Name	General Comments
12-21803		No		2.00					Jeffrey McKee	
12-21804		No		2.50					Jeffrey McKee	6/13/13 Request is closed. 10/28/13 PD file placed in bin to be filed in PD file room. Port was done and one CD is in the file and the other placed in the black storage box.
12-21805		No		2.00					Robert Nicholson	

PD LOG #	Initial Response Sent	Initial Response Due Date	Litigation Hold	Mailing format	Month	Next Due Date	Payment Amount	Payment Receipt Date
12-21803	9/6/2012	9/6/2012		Photocopy	2012-8	11/7/2012		12/31/2012
12-21804	9/6/2012	9/6/2012			2012-8	9/6/2012		
12-21805	8/31/2012	9/6/2012			2012-8	11/9/2012	\$ 27.15	11/27/2012

PD LOG #	PD Actions	PDC Hours	PDS Hours
12-21803	<p>RS to CRCC Per workflow, 16 pages sent to me. Received and saved in Outlook.</p> <p>\$\$Cost letter due 11/7/12\$\$</p> <p>11/7/12 Cost letter mailed</p> <p>Number of Pages 16 x .20 \$3.20</p> <p>Postage + \$1.30</p> <p>Total Cost \$4.50</p> <p>Records have been reviewed and batestamped. There are no redactions.</p> <p>12/31/12 \$ received 1/11/13 records mailed. Upon a second review of the records before mailing it was then discovered seven pages were non-responsive, therefore a refund in the amount of \$1.60 as been requested.</p>	4.00	3.00
12-21804	<p>ini&\$ mailed 9/6/12</p> <p>9/6/12 met with DV. Printed info (name and job title) from Outlook.</p> <p>Number of Pages 1 x .20 \$0.20</p> <p>Postage + \$0.45</p> <p>Total Cost \$0.65</p> <p>Record ready to be released--no redactions</p>		
12-21805	<p>This request was reassigned back to HQ PDU from CRCC. I am to send a RS to all facilities he's been housed in. CRCC will complete the 5-day letter and will forward me a copy when done (I sent e-mail requesting a copy of the letter)</p> <p>RS to all facilities P has been housed in WCC No records WSP Records destroyed. See e-mail saved in Outlook. AHCC No records. Records destroyed if any see email CBCC No records SCCC No responsive records. CRCC received and saved in Outlook.</p> <p>\$\$Cost letter due 9/28/12\$\$</p> <p>9/28/12 TP sent extension letter</p> <p>\$\$New due date for cost letter is 11/9/12\$\$</p> <p>***Lori called to say she sent a cost letter to P. She then wrote back to P to let him know HQ PDU will be handling his request. 10/9/12 sent Lori an email requesting the responsive recors.</p> <p>11/9/12 Mailed cost letter</p> <p>Number of Pages 110 x .20 \$22.00</p> <p>Postage + \$5.15</p> <p>Total Cost \$27.15</p> <p>Records have been reviewed and a denial done. 12/12/12 records mailed.</p>	2.50	

PD LOG #	Requested Items	To Do Date	To Do Status
12-21803	<p>1. All outgoing legal mail logs from Jeffrey R. McKee, #882819 addressed to Matthew G. Silva, #882819 dated between 8/8/12 and 8/30/12. McKee also requests all records including e-mails and associated meta data pertaining to these outgoing legal mail logs;</p> <p>2. All incoming legal mail logs from Jeffrey R. McKee, #882819 addressed to Matthew G. Silva, #957176 dated between 8/8/12 and 8/30/12. McKee also requests all records, including e-mails and associated meta data pertaining to these incoming legal mail logs</p>		Initial
12-21804	<p>1. The name and position title of the man present at your cell search conducted on 8/22/11 at Coyote Ridge Corrections Center. You describe the person as a man in his 50s with white hair.</p>		Initial
12-21805	Any/All infraction records		Initial

PD LOG #	Last Name	First Name	Requestor Type	DOC #	Date of Receipt	Assigned To	Summary	Date of Last Action	Status	Location	# of Pages Made Avail.	# of Pages Provided	All Staff Hours
12-21806	Faulkner	Clarence	Offender	842107	8/29/2012	Terrell, Paula L. (DOC)	copy of payment and distribution for 3 invoices and invoices regarding laundry services		3 Closed	In Unit			
12-21807	Conn	Michael	Offender	938157	8/29/2012	DOC ES2 PDU	verified closure of all court cases	9/6/2012	3 Closed	Out of Unit	20	20	2
12-21808	Hair	Jonathan	Offender	875758	8/29/2012	Schave, Gaylene R. (DOC)	copies of cancelled checks #'s 62569 and 63262		3 Closed	In Unit	2		2.5
12-21809	Johnsen	Ryan	Other Government Ag	353556	8/29/2012	DOC ES2 PDU	Ty Moore 353556 FF and chronos	9/5/2012	3 Closed	Out of Unit	133	133	3
12-21810	Moreland	Rodney	Offender	305772	8/29/2012		Kiosk message from Rebecca Dyson on 7/19/12	12/5/2012	3 Closed	In Unit	2	2	4.5
12-21811	O'Bleness	Alvin	DOC Staff		8/29/2012	Pernula, Theresa L. 'Terry' (DOC)	PREA investigation	12/18/2012	3 Closed	In Unit	157	157	10.25
12-21812	Ruthstrom	Michelle	Offender	309730	8/29/2012	Siverts, Jacqueline L. (DOC)	certificate of discharge	9/13/2012	3 Closed	In Unit	5	5	1
12-21813	Sorenson	David	Attorney		8/29/2012	Shamberg, Virginia B. (DOC)	list of names and gender of LWOP's currently incarcerated	9/6/2012	3 Closed	In Unit	14	14	
12-21814	Finch	Lily	Other Government Ag	357323	8/29/2012	DOC CRCC PDU	Enrique Ceras-Campos 357323 incarceration dates		0 New	Out of Unit			
12-21815	Almquist	Mark	Attorney	748600	8/30/2012		info on CRCC incident; use of intercom, "Gilly", kites made by Scott McDonald 286579 to move in cell with Kenneth Smith 748600, names of i/m's and CCO's		3 Closed	In Unit	5		6

PD LOG #	Archived	Authorization	Barcode#	Current Month's Hours	Date of Destruction	Destruction Date Due	Firm/Business Name	Follow	Full Name	General Comments
12-21806		No		2.00					Clarence Faulkner	12/21/12 file placed in bin to be filed.
12-21807		No							Michael Conn	
12-21808		No							Jonathan Hair	
12-21809		No					US Marshals Service		Ryan Johnsen	
12-21810		No							Rodney Moreland	
12-21811		No							Alvin O'Bleness	8-30-12 RS to H. Boe by 9-24 Rcv'd 9-4
12-21812		No		1.00					Michelle Ruthstrom	
12-21813		No					Society of Counsel Representing Accused Persons		David Sorenson	
12-21814		No					ID Dept. of Health and Welfare		Lily Finch	
12-21815		No					Columbia Private Investigation		Mark Almquist	OHR-16216

PD LOG #	Initial Response Sent	Initial Response Due Date	Litigation Hold	Mailing format	Month	Next Due Date	Payment Amount	Payment Receipt Date
12-21806	9/6/2012	9/6/2012			2012-8	12/14/2012		
12-21807		9/6/2012			2012-8	9/6/2012	\$ 3.85	
12-21808	8/30/2012	9/6/2012			2012-8			
12-21809	9/5/2012	9/6/2012			2012-8	9/6/2012		
12-21810	9/5/2012	9/6/2012		Photocopy	2012-8	12/6/2012	\$ 0.85	11/29/2012
12-21811	9/4/2012	9/6/2012		Photocopy	2012-8	12/31/2012	\$ 37.05	12/13/2012
12-21812	8/30/2012	9/6/2012			2012-8	9/6/2012		
12-21813	8/30/2012	9/6/2012			2012-8	10/15/2012		
12-21814		9/6/2012			2012-8	9/6/2012		
12-21815	9/6/2012	9/7/2012			2012-8	12/21/2012		

PD LOG #	PD Actions	PDC Hours	PDS Hours
12-21806	<p>RS to Business Services No responsive records. See email from Tina. CI See my email to CI dated 10/10/12.Records forthcoming.Received and saved in Outlook.</p> <p>10/19/12 Sent an email to CI to obtain</p> <p>\$\$Cost letter due 10/19/12\$\$</p> <p>10/19/12 Cost letter mailed</p> <p>Number of Pages 21 x .20 \$4.20 Postage + \$1.50 Total Cost \$5.70</p> <p>Records have been reviewed and batestamped. 11/5/12 payment received, along with a letter 11/14/12 responded to letter providing copies of the initial letter for this request and PDU-18210. I asked him to clarify whether or not he wants these records or a refund. I gave him 30 days. 11/18/12 letter received indicating P does want records; therefore, no refund will be issued. 11/30/13 sent closure letter, along with records.</p>		
12-21807	recieved payment and sent 20 pages, 2 hours on 9/18/12	2.00	
12-21808	<p>waiting for clarification; regarding what type of checks 9/11/12 rec'd clarification;he wants the 2 insttutional checks that deducted from his account. ext needed. 10/31/12 10/30/12 cost letter mailed 1/24/13 administratively closed; no payment rec'd</p>	1.50	1.00
12-21809		3.00	
12-21810	<p>initial sent 9/6/12 cst sent 11/6/12 fml sent 12/5/12</p>	2.00	2.50
12-21811	<p>2012 9-4 e-mailed initial response 10-24 mailed enjojnement to 6 staff 11-8 mailed cost letter for 157 pgs / \$37.05 12-13 rcv'd pmt of \$37.05 12-18 mailed final letter & 157 pgs</p> <p>HOURS: 9.5 + 0.75 PDC</p> <p>CLOSED</p> <p>2012 Aug. - 0.5 Sept. - PDC/0.75 Oct. - 7.75 Nov. - 0.5 Dec. - 0.75</p>	0.75	9.50
12-21812	<p>1. Received request. 08-29-12 2. Requested archived field file. 08-30-12 3. Sent initial letter 08-30-12 4. Received field file 09-10-12 5. Sent letter and responsive documents to requestor via e-mail 09-13-12</p>		1.00
12-21813	<p>Workflow sent to Terri Greaves. 9/06/2012 Responsive documents received from Terri. 9/6/2012 Emailed as attachment to requestor.</p>		1.25
12-21814			
12-21815	<p>initial sent 9/6/12 ext sent 11/7/12 cst sent 11/21/12</p>	2.00	4.00

PD LOG #	Requested Items	To Do Date	To Do Status
12-21806	1. A copy of the payment and general ledger distribution on DNR Invoice No. 18009002, DOC/CI Customer No. 1060858, dated 12/31/11; 2. A copy of the payment and general ledger distribution on DNR Invoice No. 18009044, DOC/CI Customer No. 1060858, dated 1/31/12; 3. A copy of the payment and general ledger distribution on DNR Invoice No. 18009136, DOC/CI Customer No. 1060858, dated 2/22/12; 4. A copy of all invoices and payment information regarding laundry services provided to the apple picking work crew contract K9345 between the DOC/CI and Double Orchards LLC from 10/30/11 to 11/5/11.		Initial
12-21807			Other
12-21808			Initial
12-21809			Initial
12-21810			Initial
12-21811	Copy of PREA investigaiton involving himself		Initial
12-21812	Archived field file requested 08-30-12	9/14/2012	Other
12-21813	Mr. Sorenson is looking for a list of the names if possible gender of offender currently serving sentences of life without the possibility of release.		Initial
12-21814			Initial
12-21815			Initial

PD LOG #	Last Name	First Name	Requestor Type	DOC #	Date of Receipt	Assigned To	Summary	Date of Last Action	Status	Location	# of Pages Made Avail.	# of Pages Provided	All Staff Hours
12-21816	Chapman	Ed	Provider	814930	8/30/2012	Peterson, Terrina D. (DOC)	Ozella Brogdon 814930 proof of no warrants		3 Closed	In Unit	2	2	0.5
12-21817	Halbert	Joshua	Attorney	628757	8/30/2012		Gregory Takemoto 628757 records	10/31/2012	3 Closed	In Unit	22	22	1.75
12-21818	Kiner	Donald	Offender	761139	8/30/2012	Siverts, Jacqueline L. (DOC)	completion of case #961025837		3 Closed	In Unit	2	2	
12-21819	Buatte	Benjamin	Offender	317880	8/30/2012	Pernula, Theresa L. 'Terry' (DOC)	intake and release papers w/ release conditions and names of presiding judges	12/18/2012	3 Closed	In Unit	60	60	2.25
12-21820	Moses	Kim	Attorney	358826	8/30/2012	DOC WCCW PDU	Darlene Green 358826 CF	11/9/2012	3 Closed	Out of Unit	43	43	2
12-21821	Marangi	Erik	Other Government Ag	255473	8/30/2012	Shamberg, Virginia B. (DOC)	Donald Calkins 255473 infractions, escape/arson/sex offenses, enemy concerns, and	9/12/2012	3 Closed	In Unit	49	49	
12-21822	Duarte	Francisco	Attorney	314145	8/30/2012	DOC LCC PDU	Frederick Russell 314145 incarceration dates, jail time credits and good time	10/3/2012	3 Closed	Out of Unit			
12-21823	Walsh	Lori	Attorney	983253	8/30/2012	DOC SRCJC PDU	Robert Burrell 983253 last known address, telephone #, employer, CCO, and reporting requirements	8/31/2012	3 Closed	Out of Unit	1	1	
12-21824	Hassan	Abdigani	Offender	329980	8/30/2012	DOC CRCC PDU	copy of his charges for his case		0 New	Out of Unit			
12-21825	Davis	James	Offender	690731	8/30/2012	DOC CRCC PDU	copy of completion of lifeskills computer class		0 New	Out of Unit			
12-21826	Lengel	Dennis	Offender	352987	8/30/2012	Siverts, Jacqueline L. (DOC)	medical kite from Dr. Kessler	9/12/2012	3 Closed	In Unit			2
12-21827	DeHart-Pentecost	Cindy	Attorney	878028	8/30/2012	Schave, Gaylene R. (DOC)	Cory Foster 878028 CF, FF, emails about him, CF/FF items, warrants, hearings, CCO's, and travel permits	4/17/2014	3 Closed	In Unit	3383	3054	50.5

PD LOG #	Archived	Authorization	Barcode#	Current Month's Hours	Date of Destruction	Destruction Date Due	Firm/Business Name	Follow	Full Name	General Comments
12-21816		No		0.50			Mom's Place		Ed Chapman	
12-21817		No		1.75			ABC Legal		Joshua Halbert	
12-21818		No		1.00					Donald Kiner	
12-21819		No							Benjamin Buatte	8-31-12 RS to Everett by 9-25 Rcv'd 9-6
12-21820		No		0.50			Wilson Smith Cochran Dickerson		Kim Moses	
12-21821		No					CA DOC		Erik Marangi	
12-21822		No						Yes	Francisco Duarte	
12-21823		No					MacDonald Hoague & Bayless		Lori Walsh	
12-21824		No							Abdigani Hassan	
12-21825		No							James Davis	
12-21826		No		2.00					Dennis Lengel	
12-21827		No					Davis Law Group		Cindy DeHart-Pentecost	OHR-16217, CD-2955 Still need to find pers file for Steven Mauser. No longer works for Dept. No training records found for him either. No records found for Steven Mauser

PD LOG #	Initial Response Sent	Initial Response Due Date	Litigation Hold	Mailing format	Month	Next Due Date	Payment Amount	Payment Receipt Date
12-21816		9/7/2012			2012-8	9/7/2012		
12-21817	8/31/2012	9/7/2012		E-Mail	2012-8	10/31/2012	\$ -	
12-21818	8/31/2012	9/7/2012			2012-8	9/7/2012		
12-21819	9/6/2012	9/7/2012		Photocopy	2012-8	12/31/2012	\$ 14.70	12/12/2012
12-21820	9/5/2012	9/7/2012		E-Mail	2012-8	9/7/2012	\$ -	
12-21821	9/7/2012	9/7/2012			2012-8	9/19/2012		
12-21822	8/31/2012	9/7/2012			2012-8	9/14/2012		
12-21823	8/30/2012	9/7/2012			2012-8	9/7/2012		
12-21824		9/7/2012			2012-8	9/7/2012		
12-21825		9/7/2012			2012-8	9/7/2012		
12-21826	8/31/2012	9/7/2012			2012-8	9/7/2012		
12-21827	9/4/2012	9/7/2012		Compact Disk	2012-8		\$ 107.43	8/15/2013

PD LOG #	PD Actions	PDC Hours	PDS Hours
12-21816	8/31/2012 emailed warrant screen and chronos showing that the warrant was cancelled		
12-21817	8/31/12 Emailed clarification letter on item #1.Ordered archived file10/31/12Emailed Responsive docs to requestor.	0.00	1.75
12-21818	1. Received request 08-30-12. 2. Ordered archived field file 08-30-12. 3. Sent initial letter via e-mail 08-30-12. 4. Received archived file 09-11-12 5. Processed and sent documents to requestor via e-mail 09-11-12.		1.00
12-21819	2012 9-6 e-mailed initial response 10-12 mailed cost letter for 60 pgs / \$14.70 12-19 rcv'd pmt of \$14.70 12-18 mailed final letter & 60 pgs HOURS: 2.25 CLOSED 2012 Aug. - 0.5 Sept. - 0.25 Oct. - 0.75 Dec. - 0.75		2.25
12-21820		1.00	0.50
12-21821	9/4/2012 Requested CF from Records center. Workflow also sent to Robin Riley. No response documents from Robin. 9/11/2012 received CF from Amanda / reviewed and pulled responsive documents. Sent 49 pages as attachment to requestor. CLOSED.		1.25
12-21822	8-31-12 Initial letter sent. Routing Slip assigned 8/31/12 due 9-21-12. Cost letter sent to attorney on 9/11/12. payment received on 10/1/12, sent responsive documents on 10/3/12.		
12-21823	Assigned to Louise Love		0.50
12-21824			
12-21825			
12-21826	1. Received request. 08-30-12. 2. Routed request to CRCC PDU. 08-31-12 3. Sent initial letter. 08-31-12 4. Received material to clarify request from the requestor 09-10-12. 5. Received e-mail from PDC Brenda Murphy CRCC. No document responsive from Tracy Kessler OA3 Health Services CRCC and Jean Graham RHIT CRCC. Total time 1 hour. 09-11-12 6. Sent final letter to requestor. No Records Found. 09-12-12	1.00	1.00
12-21827	12/14/12 \$ letter sent 12/19/12 mailed records. 3/25/13 \$ letter rec'd letter wanting cost of records on CD 4/19/13 sent cost letter for CD 5/7/13 sent CD for 2nd installment 8/8/13 sent \$ letter for 3rd installment 8/8/13 sent enj. for the training records; Enj over on the 19th, can send out by that date if payment is received. I quoted 545 pages but forgot to pull the evals. Total pages responsive are 479. let requester know in next letter. Pulled pages as Sue Broumley is not a CCO and never has been. 8/19/13 mailed CD; one more installment to finish. 11/13/13 \$ 4th installment. Last installment administratively closed	5.50	45.00

PD LOG #	Requested Items	To Do Date	To Do Status
12-21816	Proof of no warrants		Initial
12-21817	1. Court documents on former offender Gregory Takemoto #628757 .	10/31/2012	Other
12-21818	Archived field file.	9/14/2012	Other
12-21819	copies of your conditions of supervision, as well as copies of your judgment and sentence and closure documents		Initial
12-21820			Initial
12-21821	You have requested disclosure of records regarding Donald Calkins DOC 255473 to include Details of Escape, Arson Related offenses, Sex related offenses, Enemy concerns and Gang affiliation and or AKA's.		Initial
12-21822	Information regarding his custody status. Please provide the following The date Mr. Russell entered DOC custodyThe number of days of credit against his sentence prior to entering DOC custodyNumber of days he has been credited "good time" (both before and after his entry into DOC custody)His current release date		Initial
12-21823			Initial
12-21824			Initial
12-21825			Initial
12-21826	Request routed to CRCC PDU to see if they have a copy of the kite.	9/20/2012	Other
12-21827	Records as they related to offender Foster, Cory #878028		Initial

PD LOG #	Last Name	First Name	Requestor Type	DOC #	Date of Receipt	Assigned To	Summary	Date of Last Action	Status	Location	# of Pages Made Avail.	# of Pages Provided	All Staff Hours
12-21828	Majors	Mandy	Other Government Ag	872405	8/30/2012	Garland, Kari A. (DOC)	Stoney Yeoman 872405 anger management eval and certificate	9/7/2012	3 Closed	In Unit	4	4	2
12-21829	Denny	Arne	Attorney	316927	8/30/2012	DOC WCC PDU	Bryce Spangler 316927 infractions, behavior log entries, Ad-seg placement, and chronos		0 New	Out of Unit			
12-21830	Baines	Ron	Other Government Ag	705468	9/14/2012	Skewis, Erin K. (DOC)	William Smith 705468 UA assessment		3 Closed	In Unit			
12-21831	Donley	Joshua	Offender	947511	8/31/2012	DOC CBCC PDU	Copy of Inter office email sent from food manager J. Caley to counselor Spence in J Unit at CBCC on 8/9/12, and any other email in reference to Joshua Donley #947511 between 8/9/12 to 8/30/12	9/4/2012	3 Closed	Out of Unit	0		0.75
12-21832	Cain	Damon	Offender	894685	8/31/2012	DOC CBCC PDU	Damon Cain #894685. OMNI face fact sheet from 7/24/12 to 8/24/12		3 Closed	Out of Unit	15		0.25
12-21833	Holland	Barbara	Citizen	351400	8/31/2012	Siverts, Jacqueline L. (DOC)	Daniel Keyser #351400. Facility Plans 8/15/11 to 8/17/12, also chronological events by the DOC assigned counselors, records people, and supervisors.	9/10/2012	3 Closed	In Unit	28	28	1
12-21834	Graham	Steve	Attorney		8/31/2012	Schave, Gaylene R. (DOC)	All training records for narcotics dog handler class for 1st quarter 2012. Any manuals or other written material that you provided students, as well as any individual test scores for the officers or the dogs involved.	11/7/2012	3 Closed	In Unit			2.5
12-21835	Perkuhn	Rachael	Attorney		8/31/2012		DOC's risk assessment tool	9/11/2012	3 Closed	In Unit	3	3	0.5
12-21836	Harman	Anita	Law Enforcement	346307	8/31/2012	Peterson, Terrina D. (DOC)	Jakob Young #346307. Terms and conditions of probation	9/26/2012	3 Closed	In Unit	29		
12-21837	Krantz	Elizabeth	Offender	718290	8/31/2012	Garland, Kari A. (DOC)	Robert Elliot #718290. Birth certificate	10/3/2012	3 Closed	In Unit	0	0	3.5
12-21838	Arnold	Tagan	Offender	789307	8/31/2012	Shamberg, Virginia B. (DOC)	Tagan Arnold #789307. All pages to 5/15/06 infraction 633 at WSP.	10/29/2012	3 Closed	In Unit	9	9	

PD LOG #	Archived	Authorization	Barcode#	Current Month's Hours	Date of Destruction	Destruction Date Due	Firm/Business Name	Follow	Full Name	General Comments
12-21828		No		2.00			Lewis Co. Dependency		Mandy Majors	CD-2956 No docs in Liberty No CF FF archived Reviewed FF only doc is a 2 page anger management assessment dated 8/5/04. Provided relative chronos from OMNI (2 pgs)
12-21829		No					Skagit Co. Prosecuting Attorney's Office		Arne Denny	
12-21830		Yes					DSHS		Ron Baines	OHR-16382, CD-3015
12-21831		No		0.25					Joshua Donley	
12-21832		No		0.25					Damon Cain	2/6/14 file closed, never received funds.
12-21833		No		1.00					Barbara Holland	
12-21834		No					Law Office of Steve Graham		Steve Graham	No records in EOU - SIU only (Thrasher)
12-21835		No		0.50			Associated Counsel for the Accused		Rachael Perkuhn	
12-21836		No					FBI/CJIS		Anita Harman	CD-2966
12-21837		No		0.50					Elizabeth Krantz	Check CF, FF & Liberty Note chrono dated 01/07/02 states SS card and birth certificate are in his property awaiting release. He will be issued the items when he releases on 1/25/02.
12-21838		No							Tagan Arnold	

PD LOG #	Initial Response Sent	Initial Response Due Date	Litigation Hold	Mailing format	Month	Next Due Date	Payment Amount	Payment Receipt Date
12-21828	9/7/2012	9/7/2012			2012-8		\$ -	
12-21829		9/7/2012			2012-8	9/7/2012		
12-21830	9/18/2012	9/21/2012			2012-9			
12-21831	8/31/2012	9/10/2012			2012-8	9/10/2012		
12-21832	8/31/2012	9/10/2012			2012-8	9/10/2012	\$ 4.39	
12-21833	9/10/2012	9/10/2012			2012-8	9/10/2012		
12-21834	9/4/2012	9/10/2012			2012-8			
12-21835	8/31/2012	9/10/2012		E-Mail	2012-8	9/10/2012	\$ -	
12-21836	9/5/2012	9/10/2012			2012-8	10/3/2012		
12-21837	9/10/2012	9/10/2012			2012-8		\$ -	
12-21838	8/10/2012	9/10/2012			2012-8	9/10/2012	\$ 2.90	10/24/2012

PD LOG #	PD Actions	PDC Hours	PDS Hours
12-21828	<p>08/31/12 Ordered archived FF</p> <p>08/07/12 Received, reviewed & returned archived FF</p> <p>09/07/12 Sent int 5-day response email with 4 pages attached to it. Informed requestor that the PD request was sent to the CD Unit for their response.</p> <p>REQUEST CLOSED - PDU Folder to file room bin</p>	0.00	2.00
12-21829			
12-21830	<p>9/18/12 - Emailed int w/ records and denial Ordered FF and CF</p> <p>REc'd FF and CF. I searched FF, found 2 respon. pages. Placed CF on task Q on 9/*25/12</p> <p>10/5/12 - Emailed 27 pgs and final letter</p>		
12-21831		0.50	
12-21832	8/31/12 mailed 5 day/cost letter.		
12-21833	<p>1. Received request. 08-31-12</p> <p>2. Gathered requested records 09-04-12.</p> <p>3. Redacted and completed exeption log. 09-04-12</p> <p>4. Sent letter to requestor and provided items 1 and 2. Advised requestor to contact Pacific County Jail for item 3. 09-10-12.</p>		1.00
12-21834	<p>No records to provide. Performance/Training does not have records. They send staff to the State Patrol for this training. DOC hasn't sent anyone in a few years.</p> <p>Fithian doesn't have any either.</p>	0.50	2.00
12-21835	<p>8/31/12</p> <p>Emailed initial letter.9/4/12</p> <p>Emailed IT to make contact with Luann Kawata for copy of risk assessment tool.</p> <p>9/11/12</p> <p>Emailed responsive docs to requestor.</p>	0.25	0.25
12-21836	<p>8/31/12</p> <p>Workflow initiated to SRCJLeft msg for Anita.. Asking for address or email to send documents to9/5/12Mailed initial response</p> <p>9/11/12SRCJC needs more time (Becky Johnson)</p> <p>9/20/12Reviewed records for redaction/assign 2nd eyes</p> <p>9/26/12-Emailed documents</p>		3.00
12-21837	<p>08/31/12 Sent email/RS to interstate compact to request review of CF for birth certificate</p> <p>09/05/12 Per interstate- no birth certificate in CF (reviewed 3 vols) (no time rept)</p> <p>09/10/12 Mailed int 5-day response letter (44/110912)</p> <p>09/10/12 RS to SRCJC (FF) (due 9/28/12)</p> <p>10/01/12 Per SRCJC- no birth cert in FF (no time rept)</p> <p>10/03/12 Reviewed Liberty- no birth cert</p> <p>10/03/12 Mailed final letter - no docs (informed requestor of chrono that states the birth cert was in Elliott's property & was to be given to him upon his release on 1/25/02.)</p> <p>REQUEST CLOSED - PDU Folder to file room bin</p>	1.50	2.00
12-21838	<p>Workflow sent to WSP./NO responsive records.</p> <p>Workflow sent to MCC.</p> <p>10/8/2012 Cost letter sent.</p> <p>CLOSED.</p>	3.00	1.25

PD LOG #	Requested Items	To Do Date	To Do Status
12-21828			Other
12-21829			Initial
12-21830	Your original request asks for the UA assessment and a copy of the risk assessment. Also, I received a copy of the email conversation between you and Kathy Lundy. You stated you are looking for a recent "Risk Assessment that was completed with W. Smith. He is asking for help in finding/obtaining employment and DVR needs to understand if he is a risk for working with people and if so..what that level is." Since Mr. Smith hasn't been incarcerated with DOC since 2002 I will need to order his files from our archive/records center. Once I get the file(s) I will look through them for UA assessments and any risk assessments that might show if he is/isn't at risk for working with people.		Initial
12-21831			Initial
12-21832			Initial
12-21833	1. Chronological Events by DOC counselors, records people, and supervisors. 2. Facility Plans from 08-15-2011 to 08-17-2012. 3. Similiar items from the time he served in Pacific County Jail.		Initial
12-21834	All training records for narcotics dog drug handler class for the 1st quarter 2012. You are seeking manuals, written material provided to students as well as any individual test scores for the officers or the dogs involved.		Initial
12-21835	DOC's Risk Assessment Tool.		Initial
12-21836	-Terms and conditions of probation -Are drug tests required? Drug test results -Any firearm restrictions	9/19/2012	Initial
12-21837			Other
12-21838	You have requested disclosure of disciplinary hearing minutes and findings to the 633 Infraction that took place on May 15, 2006 at WSP.		Initial

PD LOG #	Last Name	First Name	Requestor Type	DOC #	Date of Receipt	Assigned To	Summary	Date of Last Action	Status	Location	# of Pages Made Avail.	# of Pages Provided	All Staff Hours
12-21839	Jennings	Steven	Offender	727504	8/31/2012	Peterson, Terrina D. (DOC)	Steven Jennings #727504. Every infraction for inmate, every staff report regarding those infractions, any and all paperwork related to each infraction.	11/9/2012	3 Closed	In Unit	311	311	
12-21840	Nall	Steven	Offender	888160	8/31/2012	Terrell, Paula L. (DOC)	Steven Nall #888160. Any/all emails from any/all DOC staff between 5/1/11 to 9/2/12		3 Closed	In Unit			
12-21841	Finlay	Bruce	Attorney	902226	8/31/2012		Cory Sundberg #902226. All documents pertaining to his current supervision, including but not limited to any and all violation reports	12/27/2012	3 Closed	In Unit	463	210	16
12-21843	Harris	Jerry	Offender	992763	8/31/2012	Terrell, Paula L. (DOC)	Jerry Harris #992763. Copies of policies 210.510, 320.150, 320.155, 450.100, 461.100, 590.100, 590.500, and WSP OM 450.100	11/14/2012	3 Closed	In Unit	49		3.5

PD LOG #	Archived	Authorization	Barcode#	Current Month's Hours	Date of Destruction	Destruction Date Due	Firm/Business Name	Follow	Full Name	General Comments
12-21839		No							Steven Jennings	WCC - 04/25/1995-06/01/1995 9/14 Nothing WSP - 06/01/1995-06/09/1998 9/14Nothing AHCC - 06/09/1998-03/16/1999 9/27 Nothing WSP - 03/16/1999-10/19/2000 9/14Nothing WCC - 10/19/2000-10/23/2000 9/14Nothing SCCC - 10/23/2000-07/02/2004**9/27asked them to double check with I&I - NOTHING CROWLEY 07/02/2004-03/24/2005 - 9/6Nothing FLORENCE 03/24/2005-08/12/2008 - 9/6Nothing PRARIE 08/12/2008-06/23/2009 - 9/6Nothing RED ROCK 06/24/2009-08/25/2009 - 9/6Nothing MCC - 08/25/2009-10/26/2009 9/27follow up to S.Biller 10/1Nothing WCC 10/26/2009-11/02/09 9/17/12Nothing SCCC 11/02/2009-PRESENT **9/27asked them to double check with I&I - NOTHING
12-21840		No		2.00					Steven Nail	2/21/13 request closed due to non-payment.
12-21841		No					Bruce Finlay Attorney at Law		Bruce Finlay	
12-21843		No		2.00					Jerry Harris	11/14/12 PD file placed in bin to be filed in PD file room. No port done.

PD LOG #	Initial Response Sent	Initial Response Due Date	Litigation Hold	Mailing format	Month	Next Due Date	Payment Amount	Payment Receipt Date
12-21839	9/4/2012	9/10/2012		Compact Disk	2012-8	11/16/2012	\$ 1.69	11/7/2012
12-21840	9/10/2012	9/10/2012			2012-8	9/10/2012		
12-21841	9/10/2012	9/10/2012		Photocopy	2012-8	1/27/2013	\$ 48.05	11/7/2012
12-21843	9/10/2012	9/10/2012		E-Mail	2012-8	10/26/2012		

PD LOG #	PD Actions	PDC Hours	PDS Hours
12-21839	8/31/12 Routing slip 09/04/12 Initial Response 10/10/12 Rec'd infractions from SCCC 10/11/12 Cost Letter mailed 11/9/12 Mailed documents to 3rd party		
12-21840	ini&clarif letter mailed.		
12-21841	initial sent 9/7/12 cst sent 10/25/12 first install sent 11/14/12 cst sent 12/27/12	3.00	13.00
12-21843	10/24/12 sent an email to HQ Policies asking if we have or ever had the following policies 210.510,320.155,461.100. RS to WSP For WSP OM 450.100 I have gathered all other policies SSCost letter due 10/26/12SS 10/26/12 Cost letter mailed for installment #1 Number of Pages 49 x .20 \$9.80 Postage + \$2.50 Total Cost \$12.30 Records have been reviewed and batestamped. There are no redactions. I am waiting for copy of the WSP OM 450.100, if I received prior to payment I will include in installment #1 if not it will be offered under intallment #2. Response back from WSP--no responsive records. What I have gathered is all records responsive. 11/6/12 received letter 11/14/12 responded to letter 11/14/12 emailed records. 12/17/12 received letter 12/24/12 replied indicating I was reviewing his letter 1/11/13 extention letting him know I was still reviewing letter 1/15/13 extention 1/24/13 sent an e-mail with records that were the attachments to the policies. 1/2/13 placed letters and additional records in bin to be filed in the file. 3/25/13 received letter 4/8/13 responded to letter and per P's request emailed two attachments to policy		

PD LOG #	Requested Items	To Do Date	To Do Status
12-21839	Every infraction (Serious and Minor)Every staff report regarding those infractionsAny and All paperwork related to each infraction (to include CI statements, summaries of CI, medical reports, etc)	11/16/2012	Other
12-21840	1. ".....any/all e-mails that any/all DOC staff (i.e. CUS Newman, I&I counselors, etc.) from 5/1/2011 through 9/2/2012." Seeking the following clarification Public records requests for identifiable, existing records. In order for us to search and identify exactly which e-mails you want, please provide the subject matter of the emails (i.e. e-mails pertaining you, and/or regarding you and a specific incident or subject matter. i.e., grievance, cell search, mail logs).		Initial
12-21841			Initial
12-21843	1. Copies of the current version of the following DOC policies 210.510, 320.150, 320.155, 450.100, 461.100, 590.100, 590.500, and WSP OM 450.100.		Initial

PD LOG #	Last Name	First Name	Requestor Type	DOC #	Date of Receipt	Assigned To	Summary	Date of Last Action	Status	Location	# of Pages Made Avail.	# of Pages Provided	All Staff Hours
12-21844	Parker	Jason	DOC Staff		8/31/2012	Skewis, Erin K. (DOC)	All incoming and out going text messages from DOC cell phones assigned to superintendent Stephen Sinclair and associate superintendent Donald Holbrook from 1/1/10 to 8/31/12. All DOC numbers with assigned names associated with Sinclair and Holbrook	10/30/2012	3 Closed	In Unit	0	0	18.5
12-21845	Thomas	Gregory	Offender	743752	8/31/2012	Pernula, Theresa L. 'Terry' (DOC)	Categories of medical duties and responsibilities of medical staff in DOC. Physicians assistant, facility medical director, chief medical director.	11/28/2012	3 Closed	In Unit	22	22	4
12-21846	Florez-Velasquez	Francisco	Offender		8/29/2012		WDOC calculations	9/6/2012	3 Closed	In Unit			
12-21847	Harvey	Jesse	Offender	809683	8/29/2012	Skewis, Erin K. (DOC)	Jacob Curtis 34007 infraction report for 605 2 months ago		3 Closed	In Unit			
12-21848	Lehrman	Dale	Other Government Ag	359893	9/4/2012	Skewis, Erin K. (DOC)	Lindsey Dagley 359893 report by Laurie Peters	9/4/2012	3 Closed	In Unit	3	3	2.5
12-21849	Moreland	Rodney	Offender	305772	9/4/2012	Garland, Kari A. (DOC)	G-unit roster of offenders as of 8/30/12	11/6/2012	3 Closed	In Unit	6	6	2.25
12-21850	Hamby	Fleet	Offender	746562	9/4/2012	Shamberg, Virginia B. (DOC)	record of formal request for hernia repair submitted to SCCC/CRC between 6/6/12-8/21/12	9/10/2012	3 Closed	In Unit			
12-21851	Livermore	Glen	Offender	241349	9/4/2012	DOC AHCC PDU	the greivances he wrote on C/O's Sawyer, Hase, Baily, Dubusk, and Wells		2 Waiting	Out of Unit	21		0.3
12-21852	Tarver	Julian	Offender	885530	9/4/2012		Denise Vaughan's contact info and the name of your supervisor		3 Closed	In Unit			

PD LOG #	Archived	Authorization	Barcode#	Current Month's Hours	Date of Destruction	Destruction Date Due	Firm/Business Name	Follow	Full Name	General Comments
12-21844	FALSE	No		3.50					Jason Parker	
12-21845		No							Gregory Thomas	9-4-12 e-mailed H. Boe 9-5-12 RS to H. Boe by 9-28 Rcv'd 9-26
12-21846		No							Francisco Florez-Velasquez	
12-21847		No							Jesse Harvey	
12-21848		No		1.50			Attorney General's Office		Dale Lehrman	See Jamie
12-21849		No		1.00					Rodney Moreland	
12-21850		No							Fleet Hamby	OHR-16297
12-21851		No		2.30					Glen Livermore	
12-21852		No							Julian Tarver	Temporary Injunction until 10/5/12

PD LOG #	Initial Response Sent	Initial Response Due Date	Litigation Hold	Mailing format	Month	Next Due Date	Payment Amount	Payment Receipt Date
12-21844	9/4/2012	9/10/2012	TRUE		2012-8		\$ -	
12-21845	9/7/2012	9/10/2012		Photocopy	2012-8	11/30/2012	\$ 5.90	11/21/2012
12-21846	9/6/2012	9/6/2012			2012-8			
12-21847	9/4/2012	9/6/2012			2012-8			
12-21848	9/4/2012	9/12/2012			2012-9			
12-21849	9/4/2012	9/11/2012		Photocopy	2012-9		\$ 0.85	11/5/2012
12-21850	9/11/2012	9/11/2012			2012-9	11/14/2012		
12-21851	9/11/2012	9/11/2012			2012-9	9/11/2012	\$ 5.70	
12-21852		9/11/2012			2012-9			

PD LOG #	PD Actions	PDC Hours	PDS Hours
12-21844	<p>9/4/12 - Emailed int; Next Due 11/1/12 Emailed Jamie, asked where I should send RS...I <i>think</i> she had a request in the past that she had to retrieve texts for. Waiting on word from her before sending RS. Said to contact Corina first. 9/14/12 - Submitted IT Data Security Request 10/4/12 - Rec'd email from Corina stating that CTS has a block on DOC blackberry phones, so staff can not respond to texts. BUT staff can receive texts.</p> <p>10/5/12 - Rec'd email from Corina. I spoke w/ her...old bills might be able to come from Verizon or we can have WSP IT get the phones and check them for texts. There would only be texts sent from NON DOC phones because DOC Phones will not send texts or rec from other DOC phones. They can receive non DOC texts. Emailed Denise stating that we have a couple options. 1.) Check the phones 2.) Get the bills to see if there were texts for the 2 phones Denise asked if there is a way to get the bills without a court order. I emailed Corina to ask this question. Corina stated that she would check with Teresa Sapp and see how far back we can go. 10/22/12 - Corina brought me a couple stacks on Verizon bills for the two users. The bills show that there WERE texts that were sent to the users phones. The only way we can get those texts is to get the actual phones and forward them to an email address. 10/24/12 Conference call w/ Corina and Denise. Denise will call/email the two employees to inform them that Local IT will be contacting them to look for any texts that exist on their phones, if any. Cynthia Hoffman at WSP will be the IT person assisting. IF there are texts, she will forward them to my email address.</p> <p>Corina rec'd word from Cynthia Hoffman that no text messages were located on either Sinclair OR Holbrook's blackberry devices. Therefore, no responsive records</p> <p>10/30/12 - Emailed final letter; No records located</p>	5.00	10.00
12-21845	<p>2012 9-7 mailed initial response 11-2 mailed cost letter for 22 pgs / \$5.90 11-15 rcv'd letter from requestor 11-21 rcv'd pmt of \$5.90 11-28 mailed final letter & 22 pgs</p> <p>HOURS: 4.0 CLOSED 2012 Sept. - 2.5 Nov. - 1.5</p>		4.00
12-21846	<p>9/6/12 talked to Windy Stigall - she confirmed that we have no records on requestor as he has not yet been received by WA DOC.</p> <p>9/6/12 Letter mailed & Closed</p>		
12-21847	9/4/12 - Mailed int; Offender Jakob Curtis has not rec'd a 605 infraction in the last 2 months, or ever, according to OMNI. I asked requestor for more information.		
12-21848	<p>9/4/12 - Rec'd report from Jamie; she spoke with Laurie Petters who initially spoke with the requester. She (laurie) provided Jamie with the document that the requester asked for.</p> <p>I emailed the 3 pages report to requestor with initial/final letter; File closed.</p>	1.00	1.50
12-21849	<p>This request was assigned to Kari Garland on 10/4/12 from CRCC</p> <p>10/04/12 Sent RS to Planning/Research Terri Greaves (due 10/11/12) 10/04/12 Mailed status letter to requestor (10/101812) 10/04/12 Recd email w/original request and 2 page responsive docs attached from CRCC via Courtney, PDU. 10/08/12 Mailed \$ cost letter (2 pages/\$0.85) 10/08/12 Recd more thorough (6 page) document from Planning/Research 11/05/12 Recd \$ for 2 pages (\$0.85) 11/06/12 Mailed 6 pages along with a note informing him that six pages were determined to be responsive to his request after the bill for two pages was mailed to him and that he was not being charged for the four extra pages.</p> <p>REQUEST CLOSED - PDU Folder to file room bin</p>	0.25	2.00
12-21850	<p>9/4/2012 Workflow sent to SCCC. 9/10/2012 request is cancelled should have been assigned a OHR. 9/10/2012 Gave a heads up to OA Courtney Everson she is assigning it a OHR for Medical staff to handle.</p>		
12-21851	9-11-12 Cost attachment included with the initial ltr.	2.00	
12-21852			

PD LOG #	Requested Items	To Do Date	To Do Status
12-21844	all incoming and outgoing text messages from DOC cell phones assigned to Superintendent Stephen Sinclair and Associate Superintendent Donald Holbrook from January 1, 2010 to August 31, 2012. You state that you would like, for anyone who texted Mr. Sinclair or Mr. Holbrook, the DOC phone number and the name of the user assigned to that number so you are able to know who sent/received each text message. If our understanding of your request is incorrect please let me know as soon as possible.		Initial
12-21845	The job duties and responsibilities (position description) of a physicians assistant, facility medical director, chief medical director and contracted podiatrist.		Initial
12-21846	facesheet or calculations		Initial
12-21847	Jakob Curtis 340027 infraction reports for a 605 infraction from two months ago.		Initial
12-21848			Initial
12-21849			Other
12-21850			Initial
12-21851			Initial
12-21852			Initial

PD LOG #	Last Name	First Name	Requestor Type	DOC #	Date of Receipt	Assigned To	Summary	Date of Last Action	Status	Location	# of Pages Made Avail.	# of Pages Provided	All Staff Hours
12-21853	Singh	Anthony	Offender	880586	9/4/2012	Skewis, Erin K. (DOC)	CF, all disclosable docs, emails, trust account statements, OMNI screens from 3/25/10-present		3 Closed	In Unit	135		
12-21854	Castillo	John	Offender	838549	9/4/2012	Schawe, Gaylene R. (DOC)	any/all info given about him since 6/1/12	12/19/2012	3 Closed	In Unit	15	15	8
12-21855	Moreland	Rodney	Offender	305772	9/4/2012	DOC CBCC PDU	any minor/major infractions, ad-seg reports Kevin Brunson 951479 received from 11/1/11-8/2012, facility transfers, and current housing	11/1/2012	3 Closed	Out of Unit	58	58	1
12-21856	Smith	Rollin	Offender	329802	9/4/2012	Shamberg, Virginia B. (DOC)	any/all docs regarding his 507 infraction 12/1/11 and 752/603 from 6/4/12	8/2/2013	3 Closed	In Unit	134	134	
12-21857	Moreland	Rodney	Offender	305772	9/4/2012	DOC EVERETT PDU	any minor/major infractions, ad-seg reports Donald Alcorn 991735 received 2/2012-6/2012 and housing assignment		0 New	Out of Unit			

PD LOG #	Archived	Authorization	Barcode#	Current Month's Hours	Date of Destruction	Destruction Date Due	Firm/Business Name	Follow	Full Name	General Comments
12-21853		No							Anthony Singh	OHR-16246
12-21854		No							John Castillo	
12-21855		No		1.00					Rodney Moreland	
12-21856		No		2.00					Rollin Smith	<p>2/25/13 file to Virginia</p> <p>Once payment is received will copy Hearing tape to CD for requestor .</p> <p>4/8/2013 Received payment of 3.42 which is incorrect as he would like additional copies. Per Mr. Smiths request CD mail to 3rd party(Kahrs Law Firm)</p> <p>4/10/2013 Letter sent letting Mr. Smith know that a refund of \$1.71 will be sent, and a letter explaining that we do not make add. copies.</p> <p>4/10/2013 Cost letter sent for final documents. Once payment is received Jamie will do a mail review be-4 it is sent.</p> <p>Post amount when payment is received.</p> <p>4/23/2013 \$ received</p> <p>4/26/2013 Responsive records sent to Kahrs Law Firm.</p> <p>5/16/2013 Alan our AA received a phone call from Mr. Smiths mother asking if records had been sent. Jamie spoke with me & yes they were sent out & request is closed.</p> <p>5/17/2013 Tracy Meyer received phone call that a gentleman (no name) was trying to reach me .</p> <p>5/20/2013 Spoke with a Fred Smith the brother of Rollin Smith asking where the documents were he said he was sending in money for another copy.</p> <p>5/20/2013 rec. ltr. from Rollin Smith asking where the final installment of records were.</p> <p>5/20/2013 Sent a letter addressing the final correspondence of request.</p> <p>6/24/2013 Received email from Mr. Kahrs stating he did not receive a copy of the hearing report. I will begin to process the above hearing; this CD will be provided to Mr. Mike Kahr within 10 business days, on or before July 25, 2013. (reviewed w/Jamie)</p> <p>7/17/2013 Alan reviewed tape for redaction to match redacted copies i sent out..address was left in but had not been taken out in ones that were reviewed by Denise (overlooked) Jamie questioned if the final docs were reviewed by Denise i said yes (told her you it had been completed by Denise or i would have not placed in Mail)</p> <p>7/11/2013 Ext sent</p> <p>7/25/2013 Ext sent until 8/2/2013 Alan having new software put on his machine and was unable to complete.</p>
12-21857		No							Rodney Moreland	

PD LOG #	Initial Response Sent	Initial Response Due Date	Litigation Hold	Mailing format	Month	Next Due Date	Payment Amount	Payment Receipt Date
12-21853	9/5/2012	9/11/2012			2012-9			
12-21854	9/5/2012	9/11/2012		Photocopy	2012-9		\$ 4.30	11/26/2012
12-21855	9/4/2012	9/11/2012		Photocopy	2012-9	9/11/2012	\$ 11.60	11/1/2012
12-21856	9/11/2012	9/11/2012		Compact Disk	2012-9	8/2/2013	\$ 32.60	4/23/2013
12-21857		9/11/2012			2012-9	9/11/2012		

PD LOG #	PD Actions	PDC Hours	PDS Hours
12-21853	9/5/12 - Mailed int letter; Next Due 11/15/12 RS to CRCC for CF		
	10/15/12 - Mailed \$ letter (135 pgs)		
12-21854	5/20/13 - FILE CLOSED - FILE ROOM		
12-21855	11/6/12 sent 2nd eyes for CI info. 11/7/12 sent \$ letter for 15 pages 12/17/12 received file back from Denise Vaughan via Jamie Gerken. Review is complete. 12/17/12 mailed records 12/19/12 rec'd letter asking about his records. I responded that they were sent on 12/17/12	6.00	2.00
		1.00	
12-21856	RS to WCCC Link o responsive records received in email which has been saved in Outlook. CCCC Received and saved in Outlook. CD saved and placed in PD file. MCC Received and saved in Outlook. 9/21/12 ltr received 9/28/12 letter responded to by TP REQUESTED META DATA ***When records are reviewed see if any are emails and if so go after the meta data. 10/8/12 received another letter from P. He states he wants all records regarding #1 of request and in addition wants meta data as well! 10/9/12 responded to letter. 10/15/12 received yet another letter from P. 10/22/12 responded to letter 10/10/12 received letter 10/17/12 responded to letter \$\$Cost letter due 11/14/12\$\$ 10/29/12 received letter 11/06/12 responded to letter *****Send records to Kahrs Law Firm***** 11/14/12 extension letter mailed 11/27/12 received letter		
	11/29/12 scanned and emailed copy of file to Risk Management in response to appeal. 12/4/12 responded to letter and sent appeal form \$\$New due date for cost letter is 1/30/13\$\$ ***Denial started and saved in request folder. 12/12/12 ltr received 12/19/12 responded to letter 1/30/13 2nd eyes placed on DV's task que 1/30/13 extension letter mailed 2/8/13 responded to letter. 2/7/13 received two (2) letters from P 2/15/13 responded to two letters in one letter to P \$\$New due date for cost letter is 3/8/13\$\$ 3/6/2013 Reminder sent to Denise for 2nd Eyes/\$ Ltr. due 3/8/2013 3/8/2013 cost letter sent for copy of Hearing CD. 3/15/2013 letter received from Rollin Smith asking where his records are, enclosed another cost letter as it seems he did not receive a copy.		10.00
12-21857			

PD LOG #	Requested Items	To Do Date	To Do Status
12-21853	CF		Initial
12-21854	any and all information that has been submitted regarding himself from the past 90 days, June 1, 2012 to August 30, 2012.		Initial
12-21855			Initial
12-21856	1. Any and all records regarding your infraction 507 that occurred on 12/1/11 and the hearing held 7/26/12 and then the hearing was extended to 8/17/12; 2. Any and all records regarding your infraction 752 and 603 that occurred on 6/4/12 and the hearing held 6/11/12.		Initial
12-21857			Initial

PD LOG #	Last Name	First Name	Requestor Type	DOC #	Date of Receipt	Assigned To	Summary	Date of Last Action	Status	Location	# of Pages Made Avail.	# of Pages Provided	All Staff Hours
12-21858	Marmont	James	DOC Staff		9/4/2012	Pernula, Theresa L. 'Terry' (DOC)	any/all docs pertaining to his dismissal	11/26/2012	3 Closed	In Unit	74	74	5.25
12-21859	Hallstead	Gee Dee	Offender	802978	9/4/2012	DOC CCCC PDU	J&S		3 Closed	Out of Unit	56		2.2
12-21860	Pierson	Michael	Offender	816017	9/4/2012		his last CRC report from 5/2012	9/11/2012	3 Closed	In Unit	0	0	0.5
12-21861	Peralta	Ryan	Offender	320936	9/4/2012	DOC WSP PDU	J&S		0 New	Out of Unit			
12-21862	Shaw	Ardell	Offender	972660	9/4/2012	Peterson, Terrina D. (DOC)	any i/m's between 2006-2012 w/consecutive sentences that received a court order granting them jail time credits for the same period	9/13/2012	3 Closed	In Unit			
12-21863	Bright	Tristan	Offender	818330	9/4/2012	DOC CRCC PDU	J&S for cause #'s 11-1-034706 and 10-1-015282		0 New	Out of Unit			
12-21864	Wilson	Robert	Offender	861542	9/4/2012	Siverts, Jacqueline L. (DOC)	transcripts for phone call on 7/18/12	9/27/2012	3 Closed	In Unit			2
12-21865	Fletcher	Randy	Offender	660931	9/4/2012	Shamberg, Virginia B. (DOC)	receipts for items he purchased @ AHCC	11/13/2012	3 Closed	In Unit	8	8	
12-21866	David	Charles	Offender	318058	9/4/2012	DOC CRCC PDU	docs that show CRCC's procedure for seeking priority access to the law library		0 New	Out of Unit			
12-21867	Willyard	Christina	Offender	357132	9/4/2012	DOC WCCW PDU	divorce papers between Donald and Nicole Willyard		3 Closed	Out of Unit	0		0.8

PD LOG #	Archived	Authorization	Barcode#	Current Month's Hours	Date of Destruction	Destruction Date Due	Firm/Business Name	Follow	Full Name	General Comments
12-21858		No							James Marmont	9-5-12 RS to MCC by 10-1 Rcv'd 10-6 9-10-12 e-mail to M. Tupper by 10-1 Rcv'd 9-11 / 10 pgs 9-12-12 Loersch e-mails on task que by 10-8
12-21859		No		1.50					Gee Dee Hallstead	
12-21860		No		0.25					Michael Pierson	OHR-16247
12-21861		No							Ryan Peralta	
12-21862		No							Ardell Shaw	
12-21863		No							Tristan Bright	
12-21864		No		0.50					Robert Wilson	
12-21865		No							Randy Fletcher	
12-21866		No							Charles David	
12-21867		No							Christina Willyard	11/6/12 no responsive documents

PD LOG #	Initial Response Sent	Initial Response Due Date	Litigation Hold	Mailing format	Month	Next Due Date	Payment Amount	Payment Receipt Date
12-21858	9/10/2012	9/11/2012		Photocopy	2012-9	11/30/2012	\$ 18.10	11/16/2012
12-21859	9/13/2012	9/11/2012			2012-9	9/11/2012	\$ 14.10	
12-21860	9/6/2012	9/11/2012			2012-9	10/23/2012	\$ -	
12-21861		9/11/2012			2012-9	9/11/2012		
12-21862	9/5/2012	9/11/2012			2012-9	10/17/2012		
12-21863		9/11/2012			2012-9	9/11/2012		
12-21864	9/11/2012	9/12/2012			2012-9	9/12/2012		
12-21865	9/12/2012	9/12/2012		Photocopy	2012-9	10/31/2012	\$ 2.70	11/5/2012
12-21866		9/12/2012			2012-9	9/12/2012		
12-21867	9/5/2012	9/11/2012			2012-9	9/11/2012		

PD LOG #	PD Actions	PDC Hours	PDS Hours
12-21858	<u>2012</u> 9-10 mailed initial response 9-10 rcv'd additional req. almost identical to existing one 9-12 mailed response to letter rcv'd 9-10 11-9 mailed cost letter for 74 pgs / \$18.10 11-16 rcv'd pmt of \$18.10 11-26 mailed final letter & 74 pgs HOURS: 5.25 CLOSED <u>2012</u> Sept. - 1.25 Oct. - 2.0 Nov. - 2.0		5.25
12-21859	09/13/12 Initial Letter 09/20/12 cost letter 10/02 Pymet Rcd and doc sent. PM	0.70	
12-21860	9/6/12 Mailed initial letter.Sent routing slip to PDC.9/11/12Mailed final letter-informing requestor that both items would be provided under OHR-16247.	0.25	0.25
12-21861	9/4/12		
12-21862	Planning and Research does not have a way to pull this information from OMNI Wendy has a list 9/5/12 Initial response sent Spoke with Wendy, the list she has is for Dress decision. She does not have one for Costello. She thinks that WCC has a list and possibly WCCW Routing to WCC and WCCW 9/10/12 rec'd a list from WCC 9/13/12 Cost letter sent 9/19/12 WCCW does not keep a list like the one we rec'd from WCC 11/6/12 no response/payment from requestor request closed		
12-21863			
12-21864	1. Received initial request 09-05-12. 2. Routed request to SCCC PDU due 09-27-12. 09-10-12 3. Sent initial letter to requestor. 09-10-12. 4. No records responsive from SCCC. Routed new request to Tim Thrasher of I&I on 09-17-12. 5. No documents responsive from I&I. 09-18-12 6. Final letter sent no documents. 09-27-12	1.50	0.50
12-21865	Workflow sent AHCC to gather responsive documents. 9/12/2012 AHCC does not keep Inmate store receipts. They referred me to Correctional Industries. Workflow sent to Lucienne Guyot. 11/13/2012 Mailed responsive pages. 11/13/2012 CLOSED . 11/15/2012 returned check for \$2.70 check #29707 somehow there were to checks for the same amount submitted.		2.00
12-21866			
12-21867		0.30	0.50

PD LOG #	Requested Items	To Do Date	To Do Status
12-21858	Copies of any and all documents pertaining to your dismissal / termination including any and all e-mails, particularly those between Larry Coleman and Mike Tupper, Larry Coleman and Kenneth Marshall, and Kenneth Marshall and Mike Tupper.		Initial
12-21859	A copy of my J & S		Other
12-21860	1. A Copy of Michael Pierson's #816017 care review committee report. 2. A copy of Michael Pierson's #816017 MRI report.	10/23/2012	Initial
12-21861			Initial
12-21862	1. A list of any inmates with consecutive sentences between January, 2006 and August, 2012 receive a court order granting their jail credits be applied for the same time period on each consecutive sentence 2. A list of DOC inmates between January, 2006 and August 2012 have had their ERD's changed due to the Costello Decision	10/15/2012	Other
12-21863			Initial
12-21864	Phone transcripts for the entire phone call to (253) 223-9744 on or about 07-18-12 at 12 15 PM made by Robert Wilson #861542.	10/5/2012	Route
12-21865	Receipts of items that you purchased from the inmate store, your radio, cassette tapes, water pitcher, bowl and cup.		Initial
12-21866			Initial
12-21867			Initial

PD LOG #	Last Name	First Name	Requestor Type	DOC #	Date of Receipt	Assigned To	Summary	Date of Last Action	Status	Location	# of Pages Made Avail.	# of Pages Provided	All Staff Hours
12-21868	Brown	Quinton	Offender	857446	9/4/2012	Siverts, Jacqueline L. (DOC)	all contract attorneys and legal volunteers who have ever assisted i/m's @ AHCC	11/14/2012	3 Closed	In Unit	13	13	3
12-21869	Munson	Kyle	Offender	881480	9/4/2012	DOC WSP PDU	J&S		0 New	Out of Unit			
12-21870	McClary	Daryl	Citizen	18218	9/4/2012	Garland, Kari A. (DOC)	Robert Kimmich 18218 release date or date of death	10/12/2012	3 Closed	In Unit	1	1	1.5
12-21871	Norton	Sarah	Other Government Ag	864774	9/4/2012	DOC SRCJC PDU	Christopher Green 864774 supervision records from 7/17/12-present	10/5/2012	3 Closed	Out of Unit	0	0	0.5
12-21872	Heitt	Kathy	Attorney	287281	9/5/2012	Skewis, Erin K. (DOC)	Byron Scherf 287281 SOTP correspondence and records maintained at TRU	10/15/2012	3 Closed	In Unit	65	65	6
12-21873	Jury	Jerry	Offender	125063	9/5/2012		policies and procedure on obtaining contraband and removing items from cells	1/22/2013	3 Closed	In Unit	137	0	2.75
12-21874	Wells	Rayne	Offender	819131	9/5/2012	Peterson, Terrina D. (DOC)	exemption logs for each CF review he's done	10/8/2012	3 Closed	In Unit	8	8	
12-21875	Wells	Rayne	Offender	819131	9/5/2012	Peterson, Terrina D. (DOC)	all his receipts within the DOC		3 Closed	In Unit			

PD LOG #	Archived	Authorization	Barcode#	Current Month's Hours	Date of Destruction	Destruction Date Due	Firm/Business Name	Follow	Full Name	General Comments
12-21868		No		3.00					Quinton Brown	
12-21869		No							Kyle Munson	
12-21870		No		0.50					Daryl McClary	Only info in <u>OMNI</u> chrono re crime & check date- 9/30/05 CF archive closure Only info in <u>QBTIS</u> DT04 (status/hx & only DOP archive #) DT08 (ISRB max life) DI54 no info on ISRB screen CF located release documents (3/15/53 & 9/8/55) and Parole Revocation doc (10/11/54) (note- no doc or date of death in CF)
12-21871		Yes					SSA		Sarah Norton	I tried calling to see if she needs medical records because she put in a request last month for medical and previous supervision records. She called back and does not need the medical records.
12-21872		No		2.00			Snohomish Co. Public Defenders Assoc.		Kathy Heitt	
12-21873		No		2.75					Jerry Jury	
12-21874		No							Rayne Wells	OCC 9/11/12 WCC No Records AHCC No Records WSP No records CBCC NO Records OOS NO RECORDSMCCNo RecordsSCCNO RECORDS 9/6 Fallon checked all MICC logs and he did not do a CF review while at MICC
12-21875		No							Rayne Wells	OCC NO Records WCC Rec'd AHCC Gave to CI, CI doesn't have anything WSP 09/14/2012 CBCC 9/10/12 OOS NothingMCCRRec'dSCCRec'd CI doesn't have any AHCC records

PD LOG #	Initial Response Sent	Initial Response Due Date	Litigation Hold	Mailing format	Month	Next Due Date	Payment Amount	Payment Receipt Date
12-21868	9/10/2012	9/11/2012		Photocopy	2012-9	11/19/2012	\$ 3.70	11/13/2012
12-21869		9/11/2012			2012-9	9/11/2012		
12-21870	9/11/2012	9/11/2012			2012-9		\$ -	
12-21871	9/6/2012	9/11/2012			2012-9	9/11/2012		
12-21872	9/10/2012	9/12/2012			2012-9			
12-21873	9/6/2012	9/12/2012			2012-9	12/6/2012	\$ -	
12-21874	9/6/2012	9/12/2012			2012-9	10/11/2012	\$ 2.25	
12-21875	9/6/2012	9/12/2012			2012-9	11/19/2012		

PD LOG #	PD Actions	PDC Hours	PDS Hours
12-21868	1. Received initial request 09-06-12. 2. Routed request to AHCC due 09-27-12 on 09-10-12. 3. Sent initial letter to requestor. 09-10-12 4. Additional letter in response to question 10--3-12 5. Cost letter sent 10-18-12 6. Payment received 10-13-12 7. Copies sent 10-14-12		3.00
12-21869			
12-21870	09/05/12 Ordered archived CF 09/11/12 Sent int 5-day response via email (50/112012) 09/11/12 Recd archived CF 10/12/12 Reviewed & returned archived CF 10/12/12 Sent final email with 3 pages attached (release docs & parole evocation doc) REQUEST CLOSED - PDU Folder to file room bin	0.00	1.50
12-21871	Assigned to Levy Vidal		
12-21872	9/10/12 - Emailed int; asked for clarification ("Sotp correspondence"? and time frame); I placed SOTP file on Denise's review list. Next Due 11/10/12 Rec'd Clarification (see Requested Items Box) No letters/corr. located between Scherf and Hover 10/15/12 -Emailed records, letter and denial. Closed		4.00
12-21873	09/06/12 Sent out initial letterSent routing slip to pdc9/28/12sent out letter confirming clarification letter.Notified pdc's of confirmation 10/23/12Mailed out cost letter 11/6/12Responded to requestors clarification letter 1/22/13- Closed request- Offender deceased.	1.00	1.75
12-21874	9/6/12 Initial responseRouting to OCC, WCC, AHCC, WSP, CBCC, OOS, MCC, SCCC9/11/12rec'd OCC's response 9/12/12MCC requested extention (9/24/12) 9/28/12All Responses rec'd8 Pages responsive 10/01/12Cost letter sent 10/8/12Documents Emailed		3.00
12-21875	9/6/12 Initial ResponseRouting Slip OCC WCC AHCC WSP CBCC MCC CI SCCC9/12/12MCC requested extention (10/03/12) 10/3/12Rec'd docs from Tina Coleman... Still waiting for AHCC 10/4/12All Docs rec'd 10/18/2012Cost letter sent 10/31/2012Documents emailed		

PD LOG #	Requested Items	To Do Date	To Do Status
12-21868	The names and addresses of the Contract Attorneys and Legal Volunteers who have addisted inmates at Airway Heights Corrections Center over the years from the beginning of Airway Heights through September 6, 2012.	9/27/2012	Route
12-21869			Initial
12-21870			Other
12-21871			Initial
12-21872	1. Scherf SOTP File 2. letters and correspondence from Byron Scherf to a Mr. Hover at TRCC		Initial
12-21873	1. Policy showing why altered items are considered contraband (copies of DOC Policy on altered items and a glossary definition which states the specific meaning of the word altered as it applies to DOC policy. Policy showing what makes an item altered. Policy showing how alleged altered items are considered contraband. Policy showing that staff has a right to trash said items without notice. Policy that shows that the policies provided are properly promulgated upon state law). 2. Policy defining the meaning of contraband. 3. Policy defining the meaning of hot trash and why items can be hot trashed without notice. 4. Policy showing procedures officers should follow upon removing contraband from cells.	12/6/2012	Initial
12-21874	1. All exemption logs for each viewing of your central file from December 26, 2000 to September 5, 2012	10/3/2012	Prepare letter/denial
12-21875	1. Every store or commissary receipt showing that you purchased items within the department and what those items were; <u>or</u> a list of all items that you have purchased on store or commissary	11/18/2012	Other

PD LOG #	Last Name	First Name	Requestor Type	DOC #	Date of Receipt	Assigned To	Summary	Date of Last Action	Status	Location	# of Pages Made Avail.	# of Pages Provided	All Staff Hours
12-21876	Wells	Rayne	Offender	819131	9/5/2012	Peterson, Terrina D. (DOC)	any records referencing him as a "litigation abuser" and reasons why	10/11/2012	3 Closed	In Unit	0	0	2
12-21877	Wells	Rayne	Offender	819131	9/5/2012	Peterson, Terrina D. (DOC)	videos of A/B dining hall @ MICC from 2/16/10-2/25/10 and tort claim dated 3/5/10	10/30/2012	3 Closed	In Unit	18	18	
12-21878	Wells	Rayne	Offender	819131	9/5/2012	Peterson, Terrina D. (DOC)	any/all photos DOC has of him	10/8/2012	3 Closed	In Unit	34	34	10.5
12-21879	Siedel	Ambert	Attorney	837769	9/5/2012	DOC SRCJC PDU	Jermaine Curnal 837769 court orders, probation requirements, arrest records, police reports, and NCO's		1 Open/In-Progress	Out of Unit			
12-21880	Viscusi	Anthony	Offender	754710	9/5/2012	Schave, Gaylene R. (DOC)	Investigation on staff assault from 8/23/10 @ MCC-SOU		3 Closed	In Unit			1
12-21881	Karnath	James	Offender	892163	9/5/2012	Pernula, Theresa L. 'Terry' (DOC)	all female staff that worked @ MCC-WSR gym in 2000-2002 and a description of each staff member	11/6/2012	3 Closed	In Unit			3.25
12-21882	Karnath	James	Offender	892165	9/5/2012	Pernula, Theresa L. 'Terry' (DOC)	any/all docs regarding any disciplinary actions or investigations about CC3 Steve Sungberg, Todd Saunders, and Harold Archibald from 1999-2003	12/24/2012	3 Closed	In Unit	4	4	4.25
12-21883	Elias	Regina	Citizen	774915	9/5/2012	DOC WSP PDU	Leonardo Valencia 774915 charges		0 New	Out of Unit			

PD LOG #	Archived	Authorization	Barcode#	Current Month's Hours	Date of Destruction	Destruction Date Due	Firm/Business Name	Follow	Full Name	General Comments
12-21876		No		2.00					Rayne Wells	
12-21877		No							Rayne Wells	
12-21878		No							Rayne Wells	OCC 9/14/12 WCC No Records AHCC No records WSP 09/14/12 CBCC No Records OOS No RecordsMCCNo RecordsSCCNo records
12-21879		No					Aby & Associates		Ambert Siedel	
12-21880		No							Anthony Viscusi	
12-21881		No							James Karnath	9-10-12 e-mail to Denise & Jamie re releasing "description" NEED TO SEND RS ONCE RESPONSE IS RCV'D 9-14-12 RS to MCC by 10-5 Rcv'd 9-24 no rcrds 9-25-12 e-mail to T. Coleman 10-4-12 RS to T. Coleman by 11-15 rcv'd 10-11
12-21882		No							James Karnath	9-10-12 RS to H. Boe by 10-8 Rcv'd 10-18 no rcrds 9-10-12 RS to MCC by 10-8 extnd'd to 10-19 Rcv'd 10-23 10-24-12 RS to WSP by 11-9 rcv'd 10-30 no rcrds
12-21883		No							Regina Elias	

PD LOG #	Initial Response Sent	Initial Response Due Date	Litigation Hold	Mailing format	Month	Next Due Date	Payment Amount	Payment Receipt Date
12-21876	9/6/2012	9/12/2012			2012-9	10/11/2012	\$ -	
12-21877	9/6/2012	9/12/2012		E-Mail	2012-9	11/19/2012		
12-21878	9/6/2012	9/12/2012			2012-9	10/11/2012	\$ 8.70	
12-21879	9/6/2012	9/12/2012			2012-9	9/12/2012		
12-21880	9/11/2012	9/13/2012			2012-9			
12-21881	9/12/2012	9/12/2012			2012-9	11/30/2012		
12-21882	9/12/2012	9/12/2012		Photocopy	2012-9	12/31/2012	\$ 1.25	12/18/2012
12-21883		9/12/2012			2012-9	9/12/2012		

PD LOG #	PD Actions	PDC Hours	PDS Hours
12-21876	9/6/12 Initial response routing to risk management 9/14/12 Response from Risk Management rec'd Not responsive 10/04/12 Response from WSP, no records. Waiting for the CCAHCC asked for extension to 10/12 10/10/12 Final response from AHCC - NO records 10/11/12 NO responsive documents Final letter sent		
12-21877	9/6/12 Initial response (requested Clarification on item 1) routing to Risk Management 9/14/12 Risk management doesn't have anything email to Brenda Murphy 10/17/2012 cost letter for item 1 sent 10/30/12 Documents emailed, denial mailed US mail request closed		
12-21878	9/6/12 Initial Response Routing Slip OCC, WCC, AHCC, WSP, CBCC, OOS, MCC, SCCC 9/12/12 MCC requested extension (9/28/12) 9/28/12 All Responses rec'd 38 pages responsive 10/1/12 Cost letter sent 10/08/12 Requestor asked that documents be emailed Emailed documents Mailed final letter	7.50	3.00
12-21879	Assigned to Tammy Larson		
12-21880	9/11/12 The investigation regarding the staff member who was assaulted on August 23, 2012 at MCC has not been completed; no investigations that Ms. Paula Briggs is working on at this time. 9/24/12 This request is looking for an investigation dated August 23, 2010 not 2012. Sent letter to requester. Nothing found, request closed	1.00	1.00
12-21881	2012 9-12 mailed initial response 11-6 mailed final letter - no rcrrds HOURS: 3.25 2012 Sept. - 1.25 Oct. - 1.75 Nov. - 0.25	1.00	2.25
12-21882	2012 9-12 mailed initial response 11-21 mailed injunction to 3 staff 12-10 mailed cost letter for 4 pgs / \$1.25 12-18 rcv'd pmt of \$1.25 12-24 mailed final letter & 4 pgs to 3rd party HOURS: 4.25 CLOSED 2012 Sept. - 0.5 Oct. - 1.75 Nov. - 1.0 Dec. - 1.0		4.25
12-21883			

PD LOG #	Requested Items	To Do Date	To Do Status
12-21876	1. Any records that state that you have been classified termed or otherwise referenced by the DOC as a litigation abuser. 2. Any documents that show reasons for DOC to have determined that you are a litigation abuser.	10/9/2012	Prepare letter/denial
12-21877	1. Video of the A/B dining hall at MICC during mainline on 2/16/2010; 2/17/2010; 2/18/2010; 2/19/2010; 2/20/2010; 2/21/2010; 2/22/2010; 2/23/2010; 2/24/2010 and 2/25/2010 2. A list of documents provided by the DOC to the Office of Financial Management pursuant to tort claim dated March 5, 2010	9/20/2012	Waiting-Someone else
12-21878	1. Copies of any and all photos the Department of Corrections possesses of you, to include photos taken for identification cards	10/3/2012	Prepare letter/denial
12-21879			Initial
12-21880	a copy of all information regarding the investigation of the staff assault that occurred on August 23, 2012 at Monroe Correctional Complex, being done by CUS SOU Paula Briggs.		Initial
12-21881	Names of all female correctional officers that worked at the MCC/WSR Gym in 2000, 2001, and 2002; also a description of each of the officers to include age, height, weight, hair color, eye color and their start date and termination date.		Initial
12-21882	Any & all disciplinary investigations of CC3 Steve Sundberg, CC2 Todd Saunders, and CC3 Harold Archibald from 1999 – 2003. Also documentation showing the exact date each of the employees left their position as WSR general population counselors to be re-assigned to IMU/Seg.		Initial
12-21883			Initial

PD LOG #	Last Name	First Name	Requestor Type	DOC #	Date of Receipt	Assigned To	Summary	Date of Last Action	Status	Location	# of Pages Made Avail.	# of Pages Provided	All Staff Hours
12-21884	Anderson	Kery	Offender	279517	9/5/2012	Garland, Kari A. (DOC)	any/all investigative docs from I&I @ SCCC about him in 7/2012	2/6/2013	3 Closed	In Unit	35	0	4.75
12-21885	Anderson	Kery	Offender	279517	9/5/2012	Garland, Kari A. (DOC)	Personal allowed numbers (PAN) phone list for himself	12/19/2012	3 Closed	In Unit	1	1	3.5
12-21886	Supak	Codie	Offender	833320	9/5/2012	DOC CBCC PDU	criminal history with cause #'s	9/27/2012	3 Closed	Out of Unit	2	2	0.5
12-21887	Prall	Kyle	Citizen		9/5/2012		all releasable info and booking photos of all offenders in WDOC from 7/1/12-7/31/12		3 Closed	In Unit	0	0	2
12-21888	Jones	Shane	Offender	787767	9/5/2012	DOC SRCJC PDU	CF records	10/12/2012	3 Closed	Out of Unit			
12-21889	Wallmuller	Frank	Offender	321793	9/5/2012	Terrell, Paula L. (DOC)	all docs by Candy Curl regarding grievance log #12515668		3 Closed	In Unit	11		

PD LOG #	Archived	Authorization	Barcode#	Current Month's Hours	Date of Destruction	Destruction Date Due	Firm/Business Name	Follow	Full Name	General Comments
12-21884		No		1.25					Kery Anderson	For item 1 - informed Anderson that a PD request must be for an existing document. A search will be conducted to locate a document(s), if any exist, that would reflect the "reason for the investigation". Also, requested clarification of his intended meaning of "procedure/process of investigation". Is he requesting a copy of DOC Policy that relates to the investigation process?
12-21885		No		0.75					Kery Anderson	
12-21886		No		0.50					Codie Supak	
12-21887		No					Information Freedom LLC		Kyle Prall	waiting on clarification
12-21888		No							Shane Jones	
12-21889		No		3.00					Frank Wallmuller	2/28/13 Closed due to non-payment.

PD LOG #	Initial Response Sent	Initial Response Due Date	Litigation Hold	Mailing format	Month	Next Due Date	Payment Amount	Payment Receipt Date
12-21884	9/12/2012	9/12/2012		Photocopy	2012-9		\$ -	
12-21885	9/12/2012	9/12/2012		Photocopy	2012-9		\$ 0.65	10/5/2012
12-21886	9/6/2012	9/12/2012			2012-9	9/12/2012	\$ 0.85	9/27/2012
12-21887	9/12/2012	9/12/2012			2012-9		\$ -	
12-21888	9/6/2012	9/12/2012			2012-9	9/12/2012		
12-21889	9/12/2012	9/12/2012			2012-9	11/6/2012		

PD LOG #	PD Actions	PDC Hours	PDS Hours
12-21884	<p>09/12/12 Mailed int 5-day response & clarification letter combined (60/120712)</p> <p>09/12/12 Sent RS to SCCC (due 10/3/12)</p> <p>09/12/12 Recd docs from SCCC (35 pgs)</p> <p>11/13/12 Recd clarification</p> <p>11/13/12 Mailed letter to ack receipt of clarification informed him of my interperation of item #2 (any/all SCCC staff)</p> <p>12/07/12 Mailed ext (40/020613)</p> <p>02/06/13 Mailed S cost letter (35 pages/\$8.92)</p> <p>01/31/14 Closed request due to non payment</p> <p>REQUEST CLOSED - PDU Folder to file room bin</p>	1.50	3.25
12-21885	<p>09/12/12 Mailed int 5-day response letter (30/102412)</p> <p>09/12/12 Sent RS to SCCC (due 10/3/12)</p> <p>09/12/12 Recd 1 page from SCCC (.75 time rept)</p> <p>09/13/12 Mailed S cost letter (1 page/\$0.65)</p> <p>10/05/12 Recd S</p> <p>10/08/12 Mailed doc</p> <p>REQUEST CLOSED - PDU Folder to file room bin</p> <p>11/13/12 Recd letter from requestor inquiring why certain information was not disclosed. Also- requesting another copy of the report provided because the font was too small</p> <p>11/13/12 Sent email to CBCC with his concerns</p> <p>11/13/12 Mailed letter to requestor confirming receipt of his correspondence & informing him that I am researching and will get back with him.</p> <p>11/14/12 Recd response from CBCC - basically the requestor received what he requested.</p> <p>11/16/12 Recd copy from the requestor of the report that was provided to him.</p> <p>He hlighted the part that he had questioned in his letter received on 11/13/12.</p> <p>12/19/12 Mailed letter to requestor informing him that he received the report he requested & also informing him that if he wanted the phone log too, he would need to submit another request.</p> <p>REQUEST RAMAINS CLOSED - PDU Folder to file room bin</p>	0.75	2.75
12-21886		0.25	0.25
12-21887	clarification letter sent 9/12/12		2.00
12-21888	<p>Assigned to Mareen Carter</p> <p>Administratively closed due to no reponse or money from requestor. Cost letter sent 9/11/2012</p>		
12-21889	<p>INI&\$ sent</p> <p>Number of Pages 11 x .20 \$2.20</p> <p>Postage + \$1.10</p> <p>Total Cost \$3.30</p> <p>There are actually 15 pages but four pages that have been scanned cannot be read.</p> <p>records have been reviewed and there are no redactions.</p> <p>9/27/12 received letter</p> <p>10/5/12 responded to letter informing requestor that due to his modification of request there is now only one page thus far that is responsive. I have offered this one page.</p> <p>10/5/12 sent an RS to Candy Curl asking if she has any records that have not been scanned in to Liberty.</p> <p>10/5/12 Candy responded saying all records responsive are in Liberty.</p> <p>10/09/12 Sent ltr to requestor letting him know he can purchase the one page response from C. Curl, or he can purchase all records regarding the greivance—I gave him the choice.</p> <p>SSCost letter due 11/6/1255</p>		

PD LOG #	Requested Items	To Do Date	To Do Status
12-21884	<p>Disclosure of all hard copy & related electronically generated documents in reference to the following</p> <p>1. Any/all investigative document(s) from I & I at SCCC regarding the investigation of Anderson for being a "threat to the safety and security of the facility" in the month of July 2012; to include, but not limited to all incident reports, reason for investigation, procedure/process of investigation, all reports & supporting documents & all investigative notes.</p> <p>2. Any and all emails to and from any and all DOC staff members regarding Anderson from 1/1/12 to 9/3/12.</p>		Other
12-21885	Disclosure of the personal allowed numbers (PAN) phone list for himself.		Other
12-21886			Initial
12-21887			Initial
12-21888			Initial
12-21889	1. Any and all records regarding grievance #12515668.		Initial

PD LOG #	Last Name	First Name	Requestor Type	DOC #	Date of Receipt	Assigned To	Summary	Date of Last Action	Status	Location	# of Pages Made Avail.	# of Pages Provided	All Staff Hours
12-21890	Blakely	Ralph	Offender	871995	9/5/2012	Shamberg, Virginia B. (DOC)	all emails and reports about a "primary encounter medical report"	9/27/2012	3 Closed	In Unit	11	11	
12-21891	Northup	Robert	Offender	761654	9/5/2012	Skewis, Erin K. (DOC)	ERD and calculations and potential ET		3 Closed	In Unit	25		
12-21892	Muller	Aden	Offender	849212	9/5/2012	DOC SRCJC PDU	J&S'		1 Open/In-Progress	Out of Unit			
12-21893	Hamby	Fleet	Offender	746562	9/5/2012	Shamberg, Virginia B. (DOC)	all correspondence made by PA's regarding his hernia	10/29/2012	3 Closed	In Unit	45	45	
12-21894	Gardner	Gary	Offender	302637	9/5/2012	DOC AHCC PDU	CF inspection	10/24/2012	3 Closed	Out of Unit	45	45	3
12-21895	Day	Larry	Offender	307673	9/5/2012	Siverts, Jacqueline L. (DOC)	log book entries for 8/25/12 regarding his cell search and log book entries maintained by C/O Watson during breakfast mainline	11/29/2012	3 Closed	In Unit	6		2
12-21896	Wright	Matthew	Offender	709976	9/5/2012	Terrell, Paula L. (DOC)	a letter dated 2/1/12 from Wendy Stigail regarding inaccurate info		3 Closed	In Unit	2		
12-21897	Lukus	Frank	Citizen		9/5/2012		William Morely Williams history #15068	10/1/2012	3 Closed	In Unit	25		2.25

PD LOG #	Archived	Authorization	Barcode#	Current Month's Hours	Date of Destruction	Destruction Date Due	Firm/Business Name	Follow	Full Name	General Comments
12-21890		No							Ralph Blakely	OHR-16270 Add page count and cost to report when \$ is received.
12-21891		No							Robert Northup	
12-21892		No							Aden Muller	
12-21893		No							Fleet Hamby	OHR-16271
12-21894		No		2.00					Gary Gardner	CRT Dawne! Southwick respondend for AHCC Records Main
12-21895		No		1.00					Larry Day	
12-21896		No		3.00					Matthew Wright	10/26/12 Placed PD file in bin to be filed.
12-21897		No		1.25					Frank Lukus	9/6/12 - Robin Riley will request that ISRB file be ordered from the State Records Center. 9/18/12 - Robin Riley sent copy of ISRB file on CD to PDU.

PD LOG #	Initial Response Sent	Initial Response Due Date	Litigation Hold	Mailing format	Month	Next Due Date	Payment Amount	Payment Receipt Date
12-21890	9/12/2012	9/12/2012			2012-9	10/24/2012	\$ 3.30	9/26/2012
12-21891	9/10/2012	9/12/2012			2012-9			
12-21892	9/6/2012	9/12/2012			2012-9	9/12/2012		
12-21893	9/12/2012	9/12/2012			2012-9	11/20/2012	\$ 11.30	10/26/2012
12-21894	9/10/2012	9/12/2012			2012-9	9/12/2012	\$ 10.50	10/24/2012
12-21895	9/6/2012	9/12/2012		Photocopy	2012-9	11/23/2012		
12-21896	9/12/2012	9/12/2012			2012-9	9/12/2012		
12-21897	9/6/2012	9/12/2012			2012-9	10/25/2012	\$ -	

PD LOG #	PD Actions	PDC Hours	PDS Hours
12-21890	<p>9/11/2012 Workflow sent to SCCC and Tami Snell. Sheri Izatt informed me that Medical Encounter report will be located in Mr. Blakley Medical file. Cost letter sent 9/13/2012. Once payment is received i will inform Mr. Blakely that primary encounter medical report will be gathered by SCCC Joelle Preston and he will need to refer to OHR-16270.</p> <p>9/21/2012 Received letter from Kahrs Law Firm but no check was enclosed. 9/24/2012 Left voice mail with Mr. Kahrs letting him no that there was no check enclosed. 9/25/2012 Received phone call from Mr. Kahrs letting me know that he had made a mistake and sent check to SCCC for other records and would send payment of \$3.30 for Mr. Blakelys records. 9/26/2012 Received payment. 9/27/2012 Copies sent.</p>	1.00	2.00
12-21891	<p>9/10/12 - Mailed int; Next Due 11/5/12</p> <p>10/15/12 - Mailed \$ letter (25 pgs)</p> <p>5/20/13 - closed file - file room</p>		
12-21892	Assigned to Laura Ambrosch		
12-21893	<p>9/12/2012 sent out clarification letter. Received clarification back from requestor; letters dated 9/18/2012 and 9/19/2012. 9/25/2012 mailed out response and timeframe on when he would recieve responsive records if any. Referred him to Medical staff for amended portion of his request. 10/12/2012 Cost letter sent.</p> <p>\$11.30 45 Pages (POST ON REPORT ON SHAREPOINT LOG ONCE PAYMENT IS RECEIVED)</p> <p>CLOSED.</p>	5.00	1.75
12-21894	<p>This request is for a central file review. 9-25 12 AHCC Records Main, CRT D. Southwick responded. 45 pgs made available with redactions. Agency Denal Shee/Exemption Log provided with cost letter this date. 10-24-12 Payment processed by inmate banking 10-24-12 Final ltr w/documents sent this date.</p> <p>End Retention Date 10-25-2012</p>	0.30	
12-21895	<p>1. Received initial request. 09-05-12 2. Sent initial letter to offender and routing request for documents to SCCC PDC. 09-06-12 3. Cost letter sent. 10-23-12 4. 30 days no payment. Request closed. 11-29-12</p>	1.00	1.00
12-21896	<p>INI&\$ mailed</p> <p>Number of Pages 2 x .20 \$0.40 Postage + \$0.45 Total Cost \$0.85 10/11/12 records mailed. 10/22/12 Received letter 10/26/12 responded to letter.</p>		
12-21897	<p>09/06/12 Emailed initial letter.Sent routing slip to PDC.10/1/12 Emailed responsive docs to requestor.</p>	1.00	1.25

PD LOG #	Requested Items	To Do Date	To Do Status
12-21890	<p>1) Produce the specific October 6th through the 20th of 2011 primary encounter medical report by PAC medical provider Carey Tucker, you state that this report was removed from your file.</p> <p>2) You would like an e-mail that was to HQ's classification transfer officer in Olympia, WA possibly to Kevin Bowen?</p> <p>3) The supporting primary encounter report by Dr. Donna Smith of October 6th through the 30th of 201, to this primary encounter report by Carey Tucker.</p>		Initial
12-21891	<p>1. Current record of Earned Release Time Calculation print out. This print out indicates your ET that you've earned and the ET that you own. It shows your good conduct time calculations as well.</p> <p>2. Current Time Calculation Print out from OMNI that shows exactly how the percentages pertaining to your sentence structure are added and subtracted by cause number. Specifically, this page in the computer shows your ET; GT/Potential GT; Early Release Date/ERD and Maximum Release Date/Max Date</p>		Initial
12-21892			Initial
12-21893	<p>1) You would like to review your entire medical file regarding your hernia surgery. (You will have to make arrangements with Stafford Creek Medical staff to review your file.</p> <p>2) You also want to review all statements made by any staff member in regards to your hernia issue between the dates of 4/23/2012 and 9/4/2012.</p> <p>3) (Please clarify if you are referring to verbal statements and if so we do not record statements that may have taken place).</p>		Initial
12-21894			Initial
12-21895	Log book entries at SCCC. Sent routing slip to SCCC PDC 09-06-12	9/25/2012	Other
12-21896	1. A copy of a letter you received from Wendy Stigall dated 2/1/12.		Initial
12-21897	1. Criminal history for Morley Williams, DOB#15068, born October 9, 1915.	10/25/2012	Initial

PD LOG #	Last Name	First Name	Requestor Type	DOC #	Date of Receipt	Assigned To	Summary	Date of Last Action	Status	Location	# of Pages Made Avail.	# of Pages Provided	All Staff Hours
12-21898	Bruns	William	Offender		9/5/2012	Siverts, Jacqueline L. (DOC)	certificate of discharge from Seattle work release	9/10/2012	3 Closed	In Unit			0.5
12-21899	Miletich	Steve	Media		9/5/2012	Skewis, Erin K. (DOC)	Firearms Review Board report regarding shooting incident in February	9/24/2012	3 Closed	In Unit	3	3	6
12-21900	Costello	Gina	Attorney	354659	9/5/2012		Johanna Byers 354659 DOC warrant	9/7/2012	3 Closed	In Unit	3	3	0.5
12-21901	Evans	Keith	Attorney	739602	9/5/2012	Siverts, Jacqueline L. (DOC)	Marti Kellogg 739602 incarceration dates, booking photo, and J&S		3 Closed	In Unit	2	2	
12-21902	Edgmon	Luke	Offender	860600	9/6/2012	DOC WCC PDU	incarceration dates for cause #'s 10-1-00929-5 and 10-1-09423-3		0 New	Out of Unit			
12-21903	Traynor	Regen	Offender	721693	9/6/2012	DOC WCC PDU	J&S for cause # 12-1-00871-1		0 New	Out of Unit			
12-21904	Silva	Alfredo	Offender	357627	9/6/2012	DOC WSP PDU	J&S		0 New	Out of Unit			
12-21905	Neal	Billy	Offender	824660	9/6/2012	DOC WSP PDU	criminal face sheet and any photos of him		0 New	Out of Unit			
12-21906	Anderson	Jerry	Offender	795482	9/6/2012	DOC SRCJC PDU	mental health eval	9/12/2012	3 Closed	Out of Unit	1	1	
12-21907	Rich	Crystal	Citizen	939224	9/6/2012	DOC WCC PDU	John Reynolds 939224 mug shot		0 New	Out of Unit			
12-21908	McKee	Jeffrey	Offender	882819	9/6/2012	Terrell, Paula L. (DOC)	training manuals listed in PDU-18083	7/15/2013	3 Closed	In Unit			7.5

PD LOG #	Requested Items	To Do Date	To Do Status
12-21898	A copy of the certificate of discharge from a Seattle Work Release program from 09/22/06 to 11/05/06 related to William Bruns.		Initial
12-21899			Initial
12-21900	1. Proof of DOC warrant and or evidence that the DOC warrant no longer exists for Johanna M. Byers, #354659.	10/25/2012	Other
12-21901	1. Any DOC time served in Washington State. 2. What her crime was. 3. A booking photo.	10/1/2012	Other
12-21902			Initial
12-21903			Initial
12-21904			Initial
12-21905			Initial
12-21906			Initial
12-21907			Initial
12-21908	1. You are requesting the following training manuals that were listed on the responsive documents of PDU-18083 a. BMG Baseline (4); b. BMG, Communications (6), c. BMG Confronting (4); d. BMG Control Tactics Level 1 (10); e. BMG Foundations (4); f. BMG Introduction to Behavior (4); g. BMG Tactical Verbal Skills (8) h. Correctional Culture (CCU) (7); i. Correctional Law (CLW) (18); j. Correctional Worker Core (CWC) Misc. (2); k. Administration (1); l. IDL Disc Report Writing (7); m. IDL Front Pages (1); n. IDL Logs & Observation (3); o. OMG Offender Discipline (6); p. OMG Offender Grievance (3); q. OMG Offender Life (4); r. OMG Offender Pathway (8), s. Professionalism (70); t. SMG Offender Property (4)		Initial

PD LOG #	Last Name	First Name	Requestor Type	DOC #	Date of Receipt	Assigned To	Summary	Date of Last Action	Status	Location	# of Pages Made Avail.	# of Pages Provided	All Staff Hours
12-21909	McKee	Jeffrey	Offender	882819	9/6/2012	Terrell, Paula L. (DOC)	secured housing intake form signed on 8/31/12 and any workorder to repair AB09	1/11/2013	3 Closed	In Unit	2	2	4
12-21910	Fitchorn	Jennifer	Other Government Ag	310945	9/6/2012	Peterson, Terrina D. (DOC)	Jason Stowe 310945 visitation records for the last year	9/6/2012	3 Closed	In Unit	7	7	0.5
12-21911	Crump	Joshua	Offender	348577	9/6/2012		a receipt for his large religious items box		3 Closed	In Unit	1	0	0.75
12-21912	Wilson	Joshua	Offender	819159	9/6/2012	Shamberg, Virginia B. (DOC)	8/4/12 Echo unit call out sheet and any/all WSP records regarding him attending law library from May-August	5/13/2013	3 Closed	In Unit	34		
12-21913	Ewing	Charles	Offender	854836	9/6/2012	DOC CRCC PDU	administrative emails from June-August regarding him		0 New	Out of Unit			

PD LOG #	Archived	Authorization	Barcode#	Current Month's Hours	Date of Destruction	Destruction Date Due	Firm/Business Name	Follow	Full Name	General Comments
12-21909		No		2.00					Jeffrey McKee	
12-21910		No		0.50			US Environmental Agency		Jennifer Fitchorn	
12-21911		No		0.75					Joshua Crump	
12-21912		No							Joshua Wilson	
12-21913		No							Charles Ewing	

PD LOG #	Initial Response Sent	Initial Response Due Date	Litigation Hold	Mailing format	Month	Next Due Date	Payment Amount	Payment Receipt Date
12-21909	9/13/2012	9/13/2012		Photocopy	2012-9	10/26/2012	\$ 0.85	12/31/2012
12-21910	9/6/2012	9/13/2012			2012-9	9/13/2012		
12-21911	9/7/2012	9/13/2012			2012-9	10/26/2012	\$ -	
12-21912	9/13/2012	9/13/2012			2012-9	11/2/2012	\$ 8.70	
12-21913		9/13/2012			2012-9	9/13/2012		

PD LOG #	PD Actions	PDC Hours	PDS Hours
	<p>6/9/13 Cost letter for inst #2 approved by JG and mailed this date</p> <p>CD, actual cost \$0.79 x 1 \$0.79 Postage + \$0.92 Total Cost</p> <p>\$1.71 records have been reviewed, there are no redactions. 5/24/13 installment #2 records mailed to C. Jordan and final letter for #2 mailed to McKee. \$\$Cost letter due for inst #3 on 7/15/13\$\$</p> <p>7/15/13 Cost letter for inst #3 mailed this date</p> <p>CD, actual cost \$0.79 x 1 \$0.79 Postage + \$0.92 Total Cost</p> <p>\$1.71 Records have been reviewed. There are no redactions. Records will need to be batestamped. I thought inst #3 records were mailed to third party and #3 final letter to McKee when I was on vacation (I had prepared the letters and due to time constraints, was instructed to give the payment to Alan to burn the CD and mail the records), but the records were not mailed and on 11/6/13 JG brought me the payment to mail the records. JG was waiting on questions to be answered by DV re the records--this is what caused the delay.</p>		
	<p>11/7/13 Inst #3 mailed to third party and final letter for int#3 mailed to P.</p> <p>\$\$Cost letter due for inst #4 on 12/5/13\$\$</p>		
12-21909	<p>RS to CRCC Received and saved in Outlook. Saved another set of the same records in Outlook.</p> <p>\$\$Cost letter due 10/26/12\$\$</p> <p>10/26/12 cost letter mailed</p> <p>Number of Pages 2 x 20 \$0.40 Postage + \$0.45 Total Cost</p> <p>\$0.85 Records have been reviewed and batestamped. There are no redactions. 12/31/12 \$ received 1/11/13 records mailed.</p>	1.50	
12-21910	<p>9/6/12 Initial/final responseEmailed records</p>		0.50
12-21911	<p>09/7/12 Mailed initial letterSent routing slip to ahcc pdc.9/10/12Sent 2nd routing slip to CI 9/11/12Mailed cost letter 10/23/12Administratively Closed. Requestor failed to pay within timeframe.</p>	0.50	0.25
12-21912	<p>Work flow sent to WSP. Documents received. 9/18/2012 cost letter sent. CLOSED/PAST 30 DAYS.</p>	0.50	1.00
12-21913			

PD LOG #	Requested Items	To Do Date	To Do Status
12-21909	1. A copy of the Coyote Ridge Corrections Center (CRCC) "Secured Housing Intake Form" for AB09 house at CRCC that was signed on or about 8/31/12 and any work order to repair and or fix AB09 house for the time period of 8/22/12 through 8/31/12.		Initial
12-21910	-Visit Records		Initial
12-21911	1. Proof of purchase of (Joshua Crump's #348577) large religious items box that was ordered between Jan 2012 and March 2012.	10/26/2012	Initial
12-21912	You have requested disclosure of 1) August 4, 2012 WSP Echo Unit call out sheet. 2) Any and all WSP records documenting when you had attended the law library from May through August 2012.		Initial
12-21913			Initial

PD LOG #	Last Name	First Name	Requestor Type	DOC #	Date of Receipt	Assigned To	Summary	Date of Last Action	Status	Location	# of Pages Made Avail.	# of Pages Provided	All Staff Hours
12-21914	Hassan	Rashid	Offender	725705	9/6/2012	Skewis, Erin K. (DOC)	hearing transcripts from 1/20/09		3 Closed	In Unit			
12-21915	Yonker	Travis	Other Government Ag	884153	9/6/2012		Paul Jaroski 884153 most current visit log, approved visitor's list, and current call log	9/10/2012	3 Closed	In Unit	13	13	1.5
12-21916	Stanton	Janet	Attorney	729177	9/6/2012	DOC MCC PDU	Mark Irwin 729711 date calculation for when eligible for work release and calc for ERD		0 New	Out of Unit			
12-21917	Francis	Shawn	Offender	749717	9/7/2012	Peterson, Terrina D. (DOC)	all current training docs. for medical personnel, all complaints/grievances from DOC staff regarding OH from 1/1/10-9/7/12, most current offender health plan (OHP), all emails regarding OHP from Steve Hammond and J. Kenney from 1/1/11-9/7/12	9/17/2013	3 Closed	In Unit	1291	1291	
12-21918	Schalchlin	Donald	Offender	332914	9/7/2012	DOC MCC PDU	I&S except last page		0 New	Out of Unit			
12-21919	Lannoye	Alan	Offender	889354	9/7/2012	Siverts, Jacqueline L. (DOC)	any/all emails regarding himself and OMNI screens	11/8/2012	3 Closed	In Unit		144	
12-21920	Ledford	Michael	Offender	817988	9/7/2012	DOC SRCJC PDU	UA's during his time in TX		1 Open/In-Progress	Out of Unit			
12-21921	Beauregard	Lincoln	Attorney	729910	9/7/2012	Garland, Kari A. (DOC)	any/all records regarding Devennice Gaines 729910	3/19/2014	3 Closed	In Unit	1683	1683	39.75

PD LOG #	Archived	Authorization	Barcode#	Current Month's Hours	Date of Destruction	Destruction Date Due	Firm/Business Name	Follow	Full Name	General Comments
12-21914		No							Rashid Hassan	
12-21915		No		1.50			Attorney General's Office		Travis Yonker	
12-21916		No					Federal Public Defender		Janet Stanton	
12-21917		No							Shawn Francis	1-Autumn / Brittney Wilson (due 9/26/12) 2-Heather Boe / Jeanne Huntley (due 10/01/12) Candy Curl 3-Wait 4-Done 5-Emails (10/08/12) 6-Jeanne Huntley (10/08/12) 7-Emails (10/08/12) 8-Jeanne Huntley (10/08/12)
12-21918		No							Donald Schalchlin	
12-21919		No		3.00					Alan Lannoye	
12-21920		No							Michael Ledford	CD-2974
12-21921		No		3.50			Connelly Law Offices		Lincoln Beauregard	NO Signed Release INSTALLMENT 1 (Part 1 of OMNI) (250 pgs) INSTALLMENT 2 (Part 2 of OMNI & chronos) (308 pgs) INSTALLMENT 3 (Part 1 of CF) (263 pgs) INSTALLMENT 4 (Part 2 of CF) (535 pgs) INSTALLMENT 5 (TIR-CIR-Action Plan) (84 pgs) INSTALLMENT 6 (FF- 511 pgs) (pgs 1-250) Future INSTALLMENT 7 (FF- 511 pgs)(pgs 250-511) Future- INSTALLMENT 8 (all docs re death of Bruce Price)

PD LOG #	Initial Response Sent	Initial Response Due Date	Litigation Hold	Mailing format	Month	Next Due Date	Payment Amount	Payment Receipt Date
12-21914	9/10/2012	9/13/2012			2012-9	11/15/2012		
12-21915	9/7/2012	9/13/2012		E-Mail	2012-9	10/5/2012	\$ -	
12-21916		9/13/2012			2012-9	9/13/2012		
12-21917	9/10/2012	9/14/2012		Compact Disk	2012-9	9/14/2013		9/17/2013
12-21918		9/14/2012			2012-9	9/14/2012		
12-21919	9/11/2012	9/14/2012		Photocopy	2012-9	12/10/2012		
12-21920	9/10/2012	9/14/2012			2012-9	9/14/2012		
12-21921	9/14/2012	9/14/2012		Photocopy	2012-9		\$ 362.08	3/4/2014

PD LOG #	PD Actions	PDC Hours	PDS Hours
	<p>9/10/12 - Mailed int letter; Next Due 11/15/12</p> <p>Rec'd records from Teryl Dirks; The hearing is not on the date that the requester provided. So Teryl provided the hearing records from 2/10/09 and I will let requester know that the dates dont add up. Also Rec'd audio file (ON CD)</p> <p>11/6/12 - Mailed #1 \$ letter</p>		
12-21914	Also, listened to audio, wrote down redactions. If requester pays for 1st install; have Jamie redact audio file.		
	<p>9/7/12</p> <p>Emailed initial letter and responsive documents to items #1 and #2.Sent routing slip to pdc's.9/10/12</p> <p>Emailed final letter and responsive docs to item #3.</p>	1.00	0.50
12-21915			
12-21916			
	<p>9/10/12</p> <p>Initial responseOHP (responsive to #4) printed to folderRouting9/11/12Health services has no response for PART 2</p> <p>9/24/12rec'd Part 1 from Autumn</p> <p>10/11/12NO responsive documents for item 2</p> <p>11/5/12Cost letter for item 4routing to WCC/MCC/AHCC/SCCC for items 2/3</p> <p>11/9/12Install 1 emailed, letter set to requestor.</p> <p>12/5/122nd install cost letter sent</p> <p>1/3/12 - .5Letter rec'd stating there was a check enclosed, no check rec'd. Letter sent to requestor</p> <p>1/9/13 - .25Letter returned from facility (I didn't put DOC# on envelope) resent letter.</p> <p>2/19/13 - .50Denial formRecords Sent (450pgs 1 disk)</p> <p>4/17/13 - 5sorting responsive emailsExtension letter sent</p> <p>5/29/13 - 4-Review RecordsCost letter sent</p> <p>6/17/13 - 3Denial / Final for 3rd Install records sent</p> <p>8/14/13</p> <p>-Cost letter 4th install</p> <p>9/17/13</p> <p>-Payment rec'd, records mailed.... File Closed</p>		
12-21917			
12-21918			
	<p>1. Received request. 09-07-12</p> <p>2. Sent initial letter 09-11-12</p> <p>3. First installment letter sent. 11-08-12</p>		
12-21919			3.00
12-21920	Five day letter sent; assigned to Tammy for processing.		
	<p>09/07/12 Sent RS to SRCJC for copy of CF & FF (due 9/28/12)</p> <p>09/14/12 Printed chronos (95 pgs)</p> <p>09/14/12 Added to Admin Task-que print OMNI screens except the chronos (due 10/11/12)</p> <p>09/14/12 Mailed int 5-day response letter (55/120512)</p> <p>09/25/12 OMNI screens scanned (463 pgs) (2.5 hrs)</p> <p>09/25/12 Recd CF & FF copy (1426 pgs) (3.5 hrs time)</p> <p>12/05/12 Mailed \$ cost letter for inst 1 (250 pgs/\$56.05)</p> <p>12/13/12 Recd \$</p> <p>12/19/12 Mailed docs for inst 1 (inst 2 \$ letter due 2/15/13)</p> <p>02/15/13 Mailed \$ cost letter for inst 2 (308 pgs/\$68.20)</p> <p>02/22/13 Sent RS to Risk Management for critical incident rept (due 3/8/13)</p> <p>03/04/13 Recd docs from Risk Management (.50 time rept)</p> <p>03/15/13 Recd \$ for inst 2</p> <p>03/20/13 Mailed docs for inst 2 (inst 3 55/060613)</p> <p>06/06/13 Mailed \$ cost letter for inst 3 (263 pgs/\$59.20)</p> <p>06/14/13 Recd \$</p> <p>08/09/13 Mailed docs for inst 3</p> <p>10/02/13 Added inst 5 docs to DV/JG task-Q for 2nd eyes (84 pgs TIR/CIR/Action Plan)</p> <p>10/04/13 Mailed \$ cost letter for inst 4 (535 pages/\$115.85)</p> <p>10/11/13 Recd \$ for inst 4</p> <p>10/16/13 Mailed docs for inst 4 (inst 5 42/121813)</p> <p>11/12/13 Recd. response from DV re 2nd Eyes (75 time rept)</p> <p>12/18/13 Mailed inst 5 docs (77 pgs) (no charge)</p> <p>(inst 6 due 45/022514)</p> <p>02/25/14 Mailed \$ cost letter for inst 6 (FF part 1) (pgs 1-250) (250 pgs/\$62.78)</p> <p>03/04/14 Recd \$ for inst 6</p>		
12-21921		4.00	35.75

PD LOG #	Requested Items	To Do Date	To Do Status
12-21914	transcripts from a hearing on January 20, 2009 at King County Jail		Initial
12-21915	1. Paul Jaroski's visit log since his most recent incarceration. 2. Paul Jaroski's approved visit list. 3. Paul Jaroski's call log or records indicating the telephone numbers to which Mr. Jaroski has placed since his most recent incarceration.	10/5/2012	Other
12-21916			Initial
12-21917	1. All current training policies, training records/documents, training manuals or any other similar training materials which are utilized by DOC to train, teach or provide direction to DOC medical personnel on how to provide medical care to offenders. 2. Any and all complaints and/or grievances filed by DOC employees regarding the Offender Health Plan, or offender health care in general from January 1, 2010 until September 7, 2012. 3. Any and all letters, memos, or emails of concern filed/sent by DOC employees regarding the Offender Health Plan, or offender health care in general from January 1, 2010 until September 7, 2012. 4. A copy of the most current DOC Offender Health Plan. 5. All emails regarding offender health care sent by and received by Steve Hammond (Chief Medical Officer) from January 1, 2010 until September 7, 2010. 6. All inter-agency bulletins, memos, facsimiles and letters regarding offender health care created or authored by Steve Hammond (Chief Medical Officer) from January 1, 2010 until September 7, 2010. 7. All emails regarding offender health care sent by and received by Dr. J. David Kenney from January 1, 2010 until September 7, 2010. 8. All inter-agency bulletins, memos, facsimiles and letters regarding offender health care created or authored by Dr. J. David Kenney from January 1, 2010 until September 7, 2012.	12/5/2012	Waiting-Someone else
12-21918			Initial
12-21919	1. Any and all OMNI screent 2. Any and all chronos 3. Any and all e-mails. All from 12/06/2005 to 09/10/2012.		Initial
12-21920			Initial
12-21921	The following records in reference to Devennice Gaines, DOC #729910 All documents relating to the death of Bruce Price, which occurred on 4/15/12; which should include any/all reports, investigations, internal memoranda, press releases and other documents, whether stored in electronic or hard copy format. All computer files, chrono records, DOC documents, court documents, presentence investigations, notice of violations, CCO logs, notes or reports and any other documents, photographs or materials relating in any manner to Devennice Gaines; Significantly requesting we include any supervision Mr. Gaines was under on 4/15/12.		Other

PD LOG #	Last Name	First Name	Requestor Type	DOC #	Date of Receipt	Assigned To	Summary	Date of Last Action	Status	Location	# of Pages Made Avail.	# of Pages Provided	All Staff Hours
12-21922	Glaude	Don	Offender	733725	9/7/2012	Garland, Kari A. (DOC)	all docs from 2000-2012 of all i/m's granted exceptions for EVF's with previous DV against those visitors	3/21/2014	3 Closed	In Unit			
12-21923	Clancy	Amy	Media		9/7/2012		any/all business travel reports by Dan Pacholke or Sandy Mullins from 2010-present and any/all email correspondence between them	10/22/2012	3 Closed	In Unit	1177	1177	122.5
12-21924	Doshier	JD	Provider		9/7/2012		new current offender data	12/26/2012	3 Closed	In Unit	495	495	4.5
12-21925	Sands	Jessica	Attorney		9/7/2012		lazon Campbell UA's from 6/1/12-present	9/11/2012	3 Closed	In Unit	0		0.25
12-21926	Johnson	Sarah	Other Government Ag	774688	9/7/2012	Siverts, Jacqueline L. (DOC)	Brandon Fisher 774688 programming records	10/26/2012	3 Closed	In Unit	141	141	6
12-21927	Simms	Daniel	Offender	795743	9/10/2012	DOC CRCC PDU	any/all records of initial testing during admittance regarding educational level, competency, and mental aptitude		0 New	Out of Unit			

PD LOG #	Archived	Authorization	Barcode#	Current Month's Hours	Date of Destruction	Destruction Date Due	Firm/Business Name	Follow	Full Name	General Comments
12-21922		No							Don Glaude	<p>Check with Kari 9-14-12 e-mail to J. Lynch 11-5-12 another e-mail to J. Lynch</p> <p>11-5-12 RS to AHCC by 12-3 rcv'd 12-17 11-5-12 RS to CBCC by 12-3 rcv'd 11-20 / 9 pgs 11-5-12 RS to CCCC by 12-3 rcv'd 12-3 see othe PDR 11-5-12 RS to CRCC by 12-3 rcv'd 11-27 no rcvds</p> <p>11-28-12 e-mail to S. Jones by 12-21 rcv'd 12-19 fr. Heidi W. 11-28-12 e-mail to V. Loete by 12-21 rcv'd 12-19 fr. Heidi W. LCC MCC MCCCW OCC</p> <p>SCCC WCC WCCW WSP</p>
12-21923		No		0.25			KIRO 7 News		Amy Clancy	
12-21924		No					Central Research		JD Doshier	
12-21925		Yes		0.25			Law Offices of Schroeter, Goldmark & Bender		Jessica Sands	
12-21926		Yes		6.00			US District Court		Sarah Johnson	OHR-16296
12-21927		No							Daniel Simms	OHR-16298

PD LOG #	Initial Response Sent	Initial Response Due Date	Litigation Hold	Mailing format	Month	Next Due Date	Payment Amount	Payment Receipt Date
12-21922	9/12/2012	9/14/2012			2012-9			
12-21923	9/10/2012	9/14/2012		FTP	2012-9	10/29/2012	\$ -	
12-21924	9/14/2012	9/14/2012		Compact Disk	2012-9		\$ 1.69	12/18/2012
12-21925	9/10/2012	9/14/2012			2012-9	9/14/2012	\$ -	
12-21926	9/11/2012	9/14/2012			2012-9	10/30/2012		
12-21927		9/17/2012			2012-9	9/17/2012		

PD LOG #	PD Actions	PDC Hours	PDS Hours
	03/06/14 Mailed docs for inst 6 (inst 7 50/051514) 03/17/14 Per Alan, Vicki Shirer called from Connelly Law Offices and would like to withdraw PDU-21921. 03/19/14 Sent email to requestor to ack receipt of request to withdraw & closing request. REQUEST CLOSED		
12-21922	2012 9-12 mailed initial response 12-12 mailed ext. letter 2013 1-28 mailed ext. letter 4-2 mailed ext. letter 6-12 mailed ext. letter 7-11 mailed cost letter for 19 pgs / \$5.32 7-17 rcv'd pmt of \$5.32 7-23 mailed final letter & 19 pgs 7-24 rcv'd letter from requestor 7-31 mailed response to letter of 7-24 9-25 mailed ext. letter 11-6 mailed ext. letter ***** 11/14/13 Request re-assigned from Terry to Kari 01/10/14 Mailed ext (48/032114) 03/21/14 Mailed ext (45/052314) HOURS: 2012 Sept. - 2.0 Nov. - 1.0 Dec. - 4.5 +3.5 CRCC 2013 Jan. - 3.75 April - 3.5 June - 5.0 July - 12.0 Sept. - 0.25		
12-21923	9/10/12 Emailed initial letter and clarification for item #2.Made records available on 10/19/22Tranferred records to KIRO FTP server on 10/22/12		0.25
12-21924	initial sent 9/14/12 cst sent 12/7/12 fnl sent 12/26/12	1.00	3.50
12-21925	9/10/12 Left message and then sent initial/clarification letter- as we were unable to locate a database for Lazon Campbell.Requestor Jessica Sands sent an email notifying that she received responsive docs from Auburn Probation and to cancel request. 9/11/12Closed request.		0.25
12-21926	1. Received initial request 09-06-12 2. Routed request for items 1 and 2 and requested archived field file. 09-11-12 3. Sent initial letter via e-mail received response received. 09-11-12 4. Final e-mail and copies sent. No charge. Government Agency. 10-26-12	3.00	3.00
12-21927			

PD LOG #	Requested Items	To Do Date	To Do Status
12-21922	Copies of all documents between the years 2000 and 2012 of all offenders who have a past or current conviction for DV against a spouse, girlfriend or significant other that were granted an exception to participate in the EFV Program with their spouse.		Other
12-21923	1. Any/all business travel expenditure reports filed by DOC Prisons Director Dan Pacholke and (DOC Policy Support) Sandy Mullins during the years 2010 to September 7, 2012. 2. Any/all email correspondence sent on DOC computers between Mr. Pacholke and Ms. Mullins during the years 2010 to September 7, 2012.		Initial
12-21924			Initial
12-21925	1. Lazon Campbell's complete urine analysis test results from 6/1/12 to September 7, 2012.		Other
12-21926	1. Employment records for Brandon Fisher #774688 2. Education Records for Brandon Fisher #774688 3. Medical Records for Brandon Fisher #774688 4. Psychological and Psychiatric Records for Brandon Fisher #774688	10/2/2012	Route
12-21927			Initial

PD LOG #	Last Name	First Name	Requestor Type	DOC #	Date of Receipt	Assigned To	Summary	Date of Last Action	Status	Location	# of Pages Made Avail.	# of Pages Provided	All Staff Hours
12-21928	McKee	Jeffrey	Offender	882819	9/10/2012	Terrell, Paula L. (DOC)	outgoing legal mail logs @ CRCC on 8/27/12 from him		3 Closed	In Unit			3
12-21929	Gordon	Michael	Citizen	126645	9/10/2012	DOC CRCC PDU	Robert Nicholson 126645 most recent decisions and reasons of parole denial		0 New	Out of Unit			
12-21930	Horton	James	Offender	735731	9/10/2012	Schave, Gaylene R. (DOC)	identity of all staff involved in the transport of his property between 7/10/12-present and any communication about it	11/14/2012	3 Closed	In Unit			
12-21931	Kassuhn	Bradley	Offender	994168	9/10/2012	DOC CRCC PDU	case #'s 121004899 abd 1211004902 and all prior felonies J&S		0 New	Out of Unit			
12-21932	Skylstad	Scott	Offender	931646	9/10/2012		any/all WSP G-unit mail logs for 12/2011-2/2012	9/17/2012	3 Closed	In Unit	0	0	2
12-21933	Olson	Gene	Offender	882940	9/10/2012	DOC ES1 PDU	programming and infractions	10/16/2012	3 Closed	Out of Unit	3	3	
12-21934	Parsons	Donna	Citizen	970878	9/10/2012	Garland, Karl A. (DOC)	any/all records regarding infraction against Richard Lester 970878 in May 2012 @ SCCC		3 Closed	In Unit	22	0	1.53
12-21935	Crabtree	Jim	Offender	860707	9/10/2012	DOC LCC PDU	J&S	9/18/2012	3 Closed	Out of Unit			
12-21936	White	Tony	Offender	789827	9/10/2012		email from Kiosk sent 11/4/11		3 Closed	In Unit	0	0	0.8
12-21937	Johnson	Keith	Citizen		9/10/2012	Skewis, Erin K. (DOC)	Salvador C. Hernandez supervision info	9/11/2012	3 Closed	In Unit			0.25
12-21938	Woods	Bernard	Offender	938127	9/10/2012	DOC SRCJC PDU	his daughter's birth certificate	9/19/2012	3 Closed	Out of Unit	2	2	
12-21939	Morton	Christopher	Offender	830508	9/10/2012	DOC WCC PDU	video from WCC on 6/22/12		0 New	Out of Unit			
12-21940	Countryman	Richard	Offender	343957	9/10/2012	DOC LCC PDU	J&S and criminal history	9/19/2012	3 Closed	Out of Unit			
12-21941	Lazaceno	Marco	Offender	318411	9/10/2012	DOC WSP PDU	J&S and criminal history		0 New	Out of Unit			

PD LOG #	Archived	Authorization	Barcode#	Current Month's Hours	Date of Destruction	Destruction Date Due	Firm/Business Name	Follow	Full Name	General Comments
12-21928		No		2.00					Jeffrey McKee	
12-21929		No							Michael Gordon	
12-21930		No							James Horton	
12-21931		No							Bradley Kassuhn	
12-21932		No							Scott Skylstad	Requestor did not want the requested records if there were responsive records for PDU-20079. There were responsive records for PDU-20079.
12-21933		No							Gene Olson	
12-21934		No		1.50					Donna Parsons	Parsons was a volunteer at SCCC in the past. Printed infraction from OMNI
12-21935		No							Jim Crabtree	
12-21936		No		0.75					Tony White	
12-21937		No		0.25					Keith Johnson	NOT IN OMNI. In DISCIS
12-21938		No							Bernard Woods	
12-21939		No							Christopher Morton	
12-21940		No							Richard Countryman	
12-21941		No							Marco Lazaceno	

PD LOG #	Initial Response Sent	Initial Response Due Date	Litigation Hold	Mailing format	Month	Next Due Date	Payment Amount	Payment Receipt Date
12-21928	9/17/2012	9/17/2012			2012-9	1/11/2013		
12-21929		9/17/2012			2012-9	9/17/2012		
12-21930	9/11/2012	9/17/2012			2012-9			
12-21931		9/17/2012			2012-9	9/17/2012		
12-21932	9/17/2012	9/17/2012			2012-9			
12-21933	9/11/2012	9/17/2012		Photocopy	2012-9	9/17/2012	\$ 1.05	11/7/2012
12-21934	9/17/2012	9/17/2012		Compact Disk	2012-9		\$ -	
12-21935	9/12/2012	9/17/2012			2012-9	9/17/2012		
12-21936	9/11/2012	9/17/2012			2012-9	10/30/2012	\$ -	
12-21937	9/11/2012				2012-9			
12-21938	9/18/2012	9/17/2012			2012-9	9/17/2012	\$ -	
12-21939		9/17/2012			2012-9	9/17/2012		
12-21940	9/12/2012	9/17/2012			2012-9	9/17/2012		
12-21941		9/17/2012			2012-9	9/17/2012		

PD LOG #	PD Actions	PDC Hours	PDS Hours
12-21928	<p>RS to CRCC No records.</p> <p>Cost letter due 10/26/12 10/5/12 Sent closure letter 11/7/12 emailed scanned copy of PD file to Risk Management.</p> <p>Second search requested under appeal Received from Barb Parry responsive records. These are saved in ADOBE. Due date to respond to appeal is 1/11/13. Need to show DV the responsive record and letter. 1/10/13 attempted to show DV was asked to come by in the morning of 1/11/13.</p> <p>1/11/13 Met w/DV added verbage to my letter. Letter was mailed with two pages of responsive records that CRCC staff located.</p>	1.00	
12-21929			
12-21930	<p>11/14/12 Sent \$ letter</p> <p>No payment received; Administratively closed</p>		
12-21931			
12-21932	initial and fnl sent 9/17/12		2.00
12-21933	Sent final cost letter to requestor (60 cents for 3 pages as well as 45 cents postage). Rec'd money order for \$1.05 on 11/7/12. Sent requested documents via USPS on 11/8/12.	0.50	
12-21934	<p>09/14/12 Sent RS to SCCC (due 10/4/12) 09/17/12 Mailed int 5-day response letter (50/112812) 09/20/12 Recd int 5-day letter back from post office stamped 'return to sender-insufficient address-unable to forward'. I re-checked the request and the address used is the address she provided and directed all correspondence to be sent to. Wait to hear back from her with the correct contact information. 11/29/12 Mailed \$ cost letter (22 pages/\$5.90) (1 hrng CD/\$1.69) (total due- \$7.59) and enclosed a copy of the original request; 5-day letter/envelope that was returned stamped 'return to sender' and a cover letter explaining all. Mailed all to the address on her envelope that the original request came in that was a different address than the one she directed all correspondence to be sent to. If this envelope is returned stamped 'return to sender' or if no response from requestor in 30 days, close request.</p> <p>REQUEST ADMINISTRATIVELY CLOSED DUE TO NON-PAYMENT</p>		3.00
12-21935	<p>Emailed routing slip to Records Supervisor, to be returned by 9/14/12. Received 34 pgs of responsive documents from records dept on 9/11/12. Sent initial responsive (Cost letter) on 9/12/12. Offender paid for responsive documents on 9/17/12. Mailed requested documents on 9/18/12.</p>		
12-21936	<p>9/11/12 Sent initial letterEmailed routing slip to IT.9/12/12Emailed 2nd routing slip to ahcc pdc. 10/10/12Mailed final letter to requestor-No responsive docs.</p>	0.25	0.50
12-21937	<p>9/11/12 - Emailed int response;</p> <p>We looked in our DOC database for any offender that may match the identifiers that match the information you provided. The DOC # you provided belongs to a different offender that has a different DOB and does not have any crimes that match the information you gave us. It appears that Mr. Hernandez, DOB 11/14/1980 has not served any prison time in Washington state and hasn't been on DOC supervision.</p>		0.25
12-21938	Reassigned from MCC-WSR to Laura Ambrosch		0.50
12-21939			
12-21940	<p>Sent email request to Records Supervisor on 9/11/12, to be returned by 9/14/12. Received 17 pgs of responsive documents on 9/11/12. Sent initial response (Cost letter) on 9/12/12. Received payment in Business office on 9/18/12. Responsive documents sent US mail 9/19/12.</p>		
12-21941			

PD LOG #	Requested Items	To Do Date	To Do Status
12-21928	1. The outgoing legal mail logs at Coyote Ridge Corrections Center on 8/27/12 from Jeffrey R. McKee, DOC#882819.		Initial
12-21929			Initial
12-21930	1. The identity of all state employees that have been in involved with or have knowledge of the collection, inventory, packaging and transport of your property between 7/10/12 through current date (date of receipt of your request, September 10, 2012). 2. Any written or electronic communication regarding your property between 7/10/12 through current date (date of receipt of your request, September 10, 2012).		Initial
12-21931			Initial
12-21932			Initial
12-21933			Initial
12-21934			Other
12-21935			Initial
12-21936	1. A copy of the kiosk message sent on 11/4/11 from COS unit on how to submit cost of supervision kites.	10/30/2012	Initial
12-21937	Salvador C. Hernandez, DOB 11/14/1980 and a possible DOC # of 360047.		Initial
12-21938			Initial
12-21939			Initial
12-21940			Initial
12-21941			Initial

PD LOG #	Last Name	First Name	Requestor Type	DOC #	Date of Receipt	Assigned To	Summary	Date of Last Action	Status	Location	# of Pages Made Avail.	# of Pages Provided	All Staff Hours
12-21942	Tauscher	Brian	Offender	755508	9/10/2012	DOC AHCC PDU	incarceration dates		0 New	Out of Unit			
12-21943	C	David	Other Government Ag	961371	9/10/2012	DOC SRCJC PDU	Shawn Johnson 961371 supervision records	9/24/2012	3 Closed	Out of Unit	42	42	
12-21944	Slagle	Catherine	Other Government Ag	838436	9/10/2012	Peterson, Terrina D. (DOC)	Kenneth Polito 838436 J&S, PSI, and montly supervision reports	9/19/2012	3 Closed	In Unit	16		
12-21945	Brown	Josh	Citizen	882881	9/10/2012	DOC ES1 PDU	all info on Jason Parker 882881 including all meeting minutes and decisions made on what he is allowed/not allowed to do		3 Closed	Out of Unit	91	91	3
12-21946	Lorang	Lindsay	Attorney	352851	9/10/2012	DOC SRCJC PDU	George Everybodytalksabout 352851 dates and reason of incarceration	9/18/2012	3 Closed	Out of Unit	0	0	
12-21947	Tribe	Snoqualmie	Provider	849771	9/11/2012	DOC SRCJC PDU	Casey Clark 849771 UA's	9/13/2012	3 Closed	Out of Unit	0	0	
12-21948	Hoang	Minh	Citizen		9/10/2012	Terrell, Paula L. (DOC)	RFP info; name, contact info, contract awarded, amount, and organizations		3 Closed	In Unit	5	5	2.45
12-21949	Podrznik	Richard	Attorney	954222	9/11/2012	Williams, Jennifer J. (DOC)	any/all consent forms signed/unsigned byDavid Ramirez 954222 regarding a forensic eval		0 New	Out of Unit			
12-21950	Butsch	Clayton	Offender	987125	9/11/2012	Garland, Kari A. (DOC)	all infractions from 1/2009 - now that involve misuse of carbon paper	8/7/2013	3 Closed	In Unit	6	0	20.25
12-21951	Ezell	Rodney	Offender	760045	9/11/2012	DOC CBCC PDU	all emails stated @ CBCC from medical staff regarding his back and knee	9/17/2012	3 Closed	Out of Unit	0		1.25
12-21952	Pace	Howard	Offender	344250	9/11/2012	Siverts, Jacqueline L. (DOC)	Items from docket for 10-1-00972-2 (Snohomish Co. Electronic Doc Management System)		3 Closed	In Unit			
12-21953	Pace	Howard	Offender	344250	9/11/2012	Siverts, Jacqueline L. (DOC)	transcripts of hearing from 1/31/11		3 Closed	In Unit			2
12-21954	Marzano	Daniel	Offender	269462	9/11/2012	Siverts, Jacqueline L. (DOC)	infractions from 4/17/80-present	12/10/2012	3 Closed	In Unit	15	15	3

PD LOG #	Archived	Authorization	Barcode#	Current Month's Hours	Date of Destruction	Destruction Date Due	Firm/Business Name	Follow	Full Name	General Comments
12-21942		No							Brian Tauscher	
12-21943		Yes					SSA		David C	OHR-16299, CD-2980
12-21944		No		2.00			Office of Superintendent of Public Instruction		Catherine Slagle	
12-21945	FALSE	No							Josh Brown	
12-21946		No					Lorang Law		Lindsay Lorang	
12-21947		Yes					Raging River Recovery Center		Snoqualmie Tribe	CD-2986
12-21948		No		2.00			Open Minds		Minh Hoang	11/8/12 PD file placed in bin to be filed in PD file room. no port done.
12-21949		Yes					Society of Counsel Representing Accused Persons		Richard Podriznik	
12-21950		No		1.00					Clayton Butsch	similar to PDU-20854 List of 1092 entries from planning & research is not 'carbon paper' specific. Rather general (WAC 255) and serious (WAC 755) infraction for the misuse or waste of issued supplies, goods, services or property the replacement value of which is less than \$10.00
12-21951		No							Rodney Ezell	OHR-16312
12-21952		No		0.50					Howard Pace	
12-21953		No		1.00					Howard Pace	
12-21954		No		3.00					Daniel Marzano	

PD LOG #	Initial Response Sent	Initial Response Due Date	Litigation Hold	Mailing format	Month	Next Due Date	Payment Amount	Payment Receipt Date
12-21942		9/17/2012			2012-9	9/17/2012		
12-21943	9/12/2012	9/17/2012			2012-9	9/17/2012	\$ 11.48	
12-21944	9/11/2012	9/17/2012			2012-9	10/16/2012		
12-21945	9/11/2012	9/17/2012	TRUE		2012-9	9/17/2012		
12-21946	9/12/2012	9/17/2012			2012-9	9/17/2012	\$ -	
12-21947	9/12/2012	9/17/2012			2012-9	9/17/2012	\$ -	
12-21948	9/13/2012	9/17/2012		E-Mail	2012-9	11/9/2012		
12-21949		9/18/2012			2012-9	9/18/2012		
12-21950	9/18/2012	9/18/2012			2012-9		\$ -	
12-21951	9/11/2012	9/18/2012			2012-9	9/18/2012	\$ -	
12-21952	9/13/2012	9/18/2012			2012-9	12/6/2012		
12-21953	9/13/2012	9/18/2012			2012-9	9/18/2012		
12-21954	9/10/2012	9/18/2012		Photocopy	2012-9	12/14/2012	\$ 4.10	12/3/2012

PD LOG #	PD Actions	PDC Hours	PDS Hours
12-21942			
12-21943	assigned to Louise Love		1.50
12-21944	09/11/2012 Initial ResponseFF ordered9/17/12rec'd FF 9/19/12Reviewed documentsET 2nd eyesEmailed documents to requestor		
12-21945			
12-21946	assigned to Tierra Forks Bonds Requestor cancelled request for records on 9/18/2012		0.20
12-21947	assigned to Laura Ambrosch No records found in CF or FF.		0.30
12-21948	RS to Contracts Received and saved in Outlook. \$\$Cost letter due 11/9/12\$\$ 11/8/12 emailed records and closure letter.	0.15	2.50
12-21949			
12-21950	09/18/12 Mailed int 5-day response (55/120612) 09/18/12 Sent RS to Planning & Research (due 10/9/12) 09/19/12 Recd list from planning & research (1.5 hrs) 12/06/12 Sent ext (42/020613) 02/06/13 Mailed letter informing him there is no infraction specific to the misuse of carbon paper and requesting clarification if he wants a copy of the 1092 infractions as described in general comments below. 02/12/13 Cla f ed that he want a copy of any/all nf act ons due to the m suse of ca bon pape and/o a copy of any/all nf act oms f the unde ly ng eason fo the nf act on s due to the m suse of ca bon pape . 03/21/13 sent lette to ack ece pt of cla f cat on & p ov de status update - no espoms ve docs so fa - (40/051613) 03/21/13 Added to Adm n Task-Q - ev ew next 250 nf act oms (pgs 4-18 Sola -Palme) (due 5/3/13) 03/26/13 250 nf act oms ev ewed by Lau a - no m suse of ca bon pape nf act oms (3.5 h s t me ept) 05/16/13 Mailed status update #2 lette - no docs; next update due 5/7/080713) 05/16/13 Added to Adm n Task-Q - ev ew next 500 nf act oms (pgs 19-48 Y -Coston) (due 5/31/13) 05/29/13 500 nf act oms ev ewed by Anna- yes 3 nf act oms found espoms ve (7.75 h s t me ept) 06/07/13 Mailed status update #3 lette (6 pages)(51.66) 08/07/13 Added to Adm n Task-Q - ev ew last 284 nf act oms (pgs 49-66 S ngleton-R ch) (due 8/27/13) 11/22/13 Closed - request due to non-payment REQUEST CLOSED - PDU Folded to file doomb n	1.50	18.75
12-21951	9/11/12 5 day letter mailed	1.25	
12-21952	1. Received request. 09-11-12 2. Routed request to CRCC and NWR. 09-13-12 3. Sent initial letter. 09-13-12 4. Requestor sent letter of clarification. Response sent to requestor. 11-06-12 5. Cost letter sent. 11-06-12		0.50
12-21953	1. Received request 09-11-12. 2. Routed request to CRCC PDU 09-13-12 3. Sent initial letter 09-13-12 4. Respose from CRCC, no documents. 09-17-12 5. Rerouted request to NW Recors to check field file. 09-20-12. 6. Response from NW Records, no documents. 09-20-12 7. Letter sent to Requestor. No records found. 09-25-12	1.00	1.00
12-21954	1. Received initial request. 09-12-2012 2. Sent initial letter asking requestor to clarify request or will close in 30 days. 09-17-12 3. Received letter of clarification from requestor. 09-25-12 4. Sent letter to Requestor stating when materials will be gathered. 09-25-12 5. Routed request to SCCC for item 2. 09-25-12 6. Cost letter sent. 11-13-12 7. Payment received. 12-03-12 8. Copies sent. 12-10-12	1.00	2.00

PD LOG #	Requested Items	To Do Date	To Do Status
12-21942			Initial
12-21943			Initial
12-21944	1. Judgment & Sentence 2. Pre-Sentence Investigation Report 3. All monthly reports	9/18/2012	Prep Records
12-21945			Initial
12-21946			Initial
12-21947			Initial
12-21948	1. RFP Number RFQQ9519 and the name, contact person, mailing address, email address, telephone number of the organization awarded a contract as a result of this RFP. You also request the contract award date, contract award period, contract award amount and a list of additional organizations that responded to this RFP.		Initial
12-21949			Initial
12-21950	clarified that he wants a copy of any/all infractions due to the misuse of carbon paper and/or a copy of any/all infractions if the underlying reason for the infraction is due to the misuse of carbon paper. Each infraction from the list of 1,092 infractions must be reviewed to see if it meets the criteria of his request.		Other
12-21951			Initial
12-21952	1. Presentence Investigative Order dated 09/24/10. 2. State Sentencing Memorandum dated 01/25/2011. 3. Defendant's Sentencing Memorandum dated 01/25/2011. 4. Presentence Investigation Report. 5. Special Report from the Department of Corrections to the court dated 01/31/2011.	10/11/2012	Route
12-21953	Court transcripts from sentencing hearing held on January 31, 2011 for Snohomish County cause #101009722 concerning Howard H. Pace #344250.	10/4/2012	Route
12-21954	1. Copy of infraction summary screen from OMNI. 2. Infraction packet dated 05/23/02. This includes the incident report, staff reports, and who was the escorting staff on the transport bus during the incident.	10/17/2012	Route

PD LOG #	Last Name	First Name	Requestor Type	DOC #	Date of Receipt	Assigned To	Summary	Date of Last Action	Status	Location	# of Pages Made Avail.	# of Pages Provided	All Staff Hours
12-21955	Schreiber	Joel	Offender	901526	9/11/2012		SCCC property matrix from 2/26/12 and who packed his personal property	3/27/2013	3 Closed	In Unit	24	0	7.5
12-21956	Donley	Josh	Offender	947511	9/11/2012	DOC CBCC PDU	all inter office emails to/from Counselor Spence regarding himself		3 Closed	Out of Unit	31		2
12-21957	Harris	Jerry	Offender	992763	9/11/2012	Pernula, Theresa L. 'Terry' (DOC)	any/all records related to the issue of i/m's families purchasing Swintec typewriters	6/20/2013	3 Closed	In Unit	633	129	45.5
12-21958	Ashelman	Perry	Offender	848544	9/11/2012	DOC CBCC PDU	photos taken for tattooing write up (WAC 710) around 6-7/2012	9/27/2012	3 Closed	Out of Unit	4	4	0.15
12-21959	Starostka	William	Offender	317355	9/11/2012	DOC CRCC PDU	electronic file from 6/1/12-9/10/12		0 New	Out of Unit			
12-21960	Shepard	Kim	Media	762589	9/11/2012		Trina Curry 762589 any/all available records	11/9/2012	3 Closed	In Unit	300	300	9
12-21961	Kropuenske	Wes	DOC Staff		9/11/2012	Skewis, Erin K. (DOC)	investigation report on Graig McIntyre, case # 06-019-12-3107		3 Closed	In Unit			
12-21962	Valencia	Julie	Attorney	767430	9/11/2012	Peterson, Terrina D. (DOC)	Kevin Gorham 767430 federal retainer, booking and release records for case # 12-1-00226-2	9/12/2012	3 Closed	In Unit	0		0.5
12-21963	Sands	Jessica	Attorney	760131	9/11/2012	DOC SRCJC PDU	Myran Barnes 760131 UA's from 6/1/11-present		1 Open/In-Progress	Out of Unit			
12-21964	Nicolaus	Erica	Attorney	305180	9/11/2012	DOC ES2 PDU	Dorion Solomon 305180 behavioral records	9/18/2012	3 Closed	Out of Unit	36	36	3

PD LOG #	Archived	Authorization	Barcode#	Current Month's Hours	Date of Destruction	Destruction Date Due	Firm/Business Name	Follow	Full Name	General Comments
12-21955		No		7.50					Joel Schreiber	
12-21956		No							Josh Donley	Z/6/14 file closed, never received funds.
12-21957		No							Jerry Harris	10-24-12 RS to the following by 11-20 AHCC rcv'd 12-13 CBCC rcv'd 11-15 no rcrds CCCC rcv'd no rcrds CRCC rcv'd 11-21 no rcrds LCC rcv'd 11-16 no rcrds MCC rcv'd extnd'd to 12-19 rcv'd 12-19 more to come/rcv'd 1-9 MCCCW rcv'd 11-20 no rcrds OCC rcv'd 11-15 no rcrds SCCC rcv'd - no rcrds WCC rcv'd 11-14 WCCW rcv'd 12-27 no rcrds WSP rcv'd 11-27 11-28-12 e-mail to T. Myer 11-28-12 e-mail to SCCC to check again rcv'd 11-28 4-25-13 e-mail to AHCC by 5-13 rcv'd 5-10-13 e-mail to AHCC by 4-21 rcv'd 6-27 - needs scanned
12-21958		No		0.15					Perry Ashelman	
12-21959		No							William Starostka	
12-21960		No		9.00			KIRO FM		Kim Shepard	
12-21961		No							Wes Kropuenske	not staff or i/m in OMNI
12-21962		No					Federal Public Defender Office		Julie Valencia	
12-21963		Yes					Law Offices of Schroeter, Goldmark & Bender		Jessica Sands	
12-21964		Yes		3.00			Society of Counsel Representing Accused Persons		Erica Nicolaus	OHR-16328, CD-2992

PD LOG #	Initial Response Sent	Initial Response Due Date	Litigation Hold	Mailing format	Month	Next Due Date	Payment Amount	Payment Receipt Date
12-21955	9/11/2012	9/18/2012			2012-9	12/5/2012	\$ -	
12-21956	9/11/2012	9/18/2012			2012-9	9/18/2012	\$ 7.93	
12-21957	9/18/2012	9/18/2012		E-Mail	2012-9	6/30/2013		
12-21958	9/11/2012	9/18/2012			2012-9	9/18/2012	\$ 1.25	9/27/2012
12-21959		9/18/2012			2012-9	9/18/2012		
12-21960	9/12/2012	9/18/2012		E-Mail	2012-9	11/9/2012	\$ -	
12-21961	9/12/2012	9/18/2012			2012-9	11/16/2012		
12-21962	9/12/2012	9/18/2012			2012-9	9/18/2012		
12-21963	9/12/2012	9/18/2012			2012-9	9/18/2012		
12-21964		9/18/2012			2012-9	9/18/2012		

PD LOG #	PD Actions	PDC Hours	PDS Hours
12-21955	9/11/12 Sent out initial letterEmailed routing slip to pdc11/5/12Mailed cost letter 3/27/13- Administratively closed.	6.00	1.50
12-21956	9/11/12 5 day letter sent	1.50	0.50
12-21957	<p>2012 9-18 mailed initial response / clarification 9-28 rcv'd "clarification" 10-4 mailed response to "clarification" 10-18 rcv'd "clarification" 10-25 mailed response to clarification</p> <p>2013 1-15 mailed cost letter for 223 pgs / \$51.55 1-30 rcv'd letter of clarification 2-5 mailed response to letter of 1-30 2-13 rcv'd letter to e-mail rcrds to 3rd party 2-21 mailed response to letter of 2-13 & e-mailed 129 pgs to 3rd party 4-25 mailed ext. letter 5-31 mailed ext. letter 6-20 mailed cost elltter for 2nd inst. of 410 pgs / \$92.20</p> <p>HOURS: 45.5 CLOSED</p> <p>2012 Sept. - 0.5 Oct. - 0.75 Nov. - 2.5 + 15.25 PDCs Dec. - 0.25 + 11.25 PDC</p> <p>2013 Jan. - 3.25 Feb. - 4.75 April - 1.75 May - 2.5 June - 2.25 July - 0.5</p>	26.50	19.00
12-21958	9/11/12 5 day letter sent 9/12/12 cost letter sent	0.15	
12-21959			
12-21960	9/12/12 Emailed initial letter/clarification to requestor.Ordered field file.10/31/122nd eyes request. 11/9/12Emailed responsive docs.	2.25	6.25
12-21961	9/12/12 - Emailed int; Next Due 11/16/12 RS to MCC and HQHR 9/20/12 - Rec'd word from MCC That the investigation has concluded but staff are in the prelim stages of disciplinary action. I asked Susan what the outcome was (substan/unsub/unfound). 9/24/12 - Rec'd word from MCC (from Susans email) "just because an investigation has concluded the appointing authority is the person making the determination. Therefore as James states this won't happen until after the pre-disciplinary meetings occur, so could be another 3-4 weeks as his original response states." I emailed requester and closed file and advised him to re-request in about 6 weeks		
12-21962	9/12/12 Spoke with Ms. Valencia to confirm timeframs for detainer. We did not have jurisdiction during that time as he was at the King County Jail.Sent final email summarizing conversation. Closed request.		
12-21963	assigned to Jadean Privette		
12-21964	emailed 36 pages and final and denial letter on 9/18/12, 3 hours.	3.00	

PD LOG #	Requested Items	To Do Date	To Do Status
12-21955	1. A copy of Joel Schreiber, DOC# 901526 property matrix while housed at SCCC. 2. A list of personal property taken out of his cell H3-A18 at SCCC on approximately Feb 26, 2012. 3. Records showing the names of the staff members who packed up his personal property on approximately Feb 26, 2012. 4. Any other documentation on file at SCCC property room that involves his personal property being packed up and removed from the institution.	12/5/2012	Other
12-21956			Other
12-21957	ANY & ALL records related to offenders being allowed to have their families purchase Swintec typewriters for them; to include but not be limited to e-mails, memos, letters, phone calls, receipts, and authorizations.		Initial
12-21958			Review
12-21959			Initial
12-21960	Any/all records in relation to the arrest, prosecution, supervision and other related contact of Trina Curry, DOC #762589.	11/9/2012	Initial
12-21961	complete investigation report on Greg McIntyre, case number 06-019-12-3107. You state that date of the incident was 06/14/2012. You would like all interviews and color pictures of injuries as well as any disciplinary action(s) taken against Graig McIntyre.		Initial
12-21962			Initial
12-21963			Initial
12-21964			Initial

PD LOG #	Last Name	First Name	Requestor Type	DOC #	Date of Receipt	Assigned To	Summary	Date of Last Action	Status	Location	# of Pages Made Avail.	# of Pages Provided	All Staff Hours
12-21965	Cress	Teddy	Offender	947738	9/12/2012	Peterson, Terrina D. (DOC)	Teddy Cress #947738. Employee handbook, DOC handbook, Policy rule book.	9/25/2012	3 Closed	In Unit	74	74	
12-21966	Hegge	Alvin	Offender	952368	9/12/2012		Alvin Hegge #952368. Any and all info relevant to WA Tort Claim #31077074	12/28/2012	3 Closed	In Unit	18	18	2.25
12-21967	McLaughlin	Thomas	Offender	707167	9/12/2012		Thomas McLaughlin #707167. Manager/mailroom investigations, certificates from WSP CBCC, policy 420.380	1/3/2013	3 Closed	In Unit	16	16	9.5
12-21968	Vorak	Kale	Offender	849599	9/12/2012	Shamberg, Virginia B. (DOC)	Kale Vorak #849599. Contract and negotiations between DOC and Valve-added communications, including billing rates and prepaid calls.		3 Closed	In Unit	420		
12-21969	Lujan	Tarea	Citizen		9/12/2012	Peterson, Terrina D. (DOC)	Any/all paperwork, emails, hand written notes, recordings from the visit room at WSR & TRU. Entries from Officer Devine SR, JR, and female officer Devine or any other staff regarding Curt Hansford #971719 and Tarea Lujan from 8/18/12 to 9/30/12	10/29/2012	3 Closed	In Unit			
12-21970	Garza	Jose	Offender	274022	9/12/2012	DOC CRCC PDU	Jose Garza #274022. Copy of I.D		0 New	Out of Unit			
12-21971	Baker	Shappa	Offender	787553	9/12/2012	DOC AHCC PDU	Shappa Baker #787553. OMNI screens which list each visit that was had with his daughter and wife during his incarceration.	10/18/2012	3 Closed	Out of Unit	37	37	2
12-21972	Kiner	Donald	Offender	761139	9/12/2012	Siverts, Jacqueline L. (DOC)	Donald Kiner #761139. Proof of community service completion for case #961025837	10/10/2012	3 Closed	In Unit	1	1	0.75
12-21973	H	Brian	Other Government Ag	780009	9/12/2012	DOC SRCJC PDU	Chad Hall #780009. Supervision records	9/24/2012	3 Closed	Out of Unit	75	75	
12-21974	Nicolaus	Erica	Attorney	839382	9/12/2012	DOC SRCJC PDU	Ricky McGinnis #839382. Probation records		1 Open/In-Progress	Out of Unit			
12-21975	Branch	Cerise	Citizen	303132	9/12/2012	DOC SRCJC PDU	Andrew Branch #303132. Chronos about Andrew Branch on April 27, 2012 and May 24, 2012	9/17/2012	3 Closed	Out of Unit	2	2	
12-21976	McHone	Emma	Citizen	842711	9/12/2012	Schave, Gaylene R. (DOC)	Carl McHone #842711. Copy of Power of Attorney	10/11/2012	3 Closed	In Unit		1	1

PD LOG #	Archived	Authorization	Barcode#	Current Month's Hours	Date of Destruction	Destruction Date Due	Firm/Business Name	Follow	Full Name	General Comments
12-21965		No		2.00					Teddy Cress	
12-21966		No		2.25					Alvin Hegge	
12-21967		No		9.50					Thomas McLaughlin	OHR-16329
12-21968		No							Kale Vorak	
12-21969		No							Tarea Lujan	
12-21970		No							Jose Garza	
12-21971		No		1.00					Shappa Baker	End Retention 10-18-2019
12-21972		No		0.75					Donald Kiner	
12-21973		No					SSA		Brian H	OHR-16330
12-21974		Yes					Law Office of Society of Counsel Representing Accused Persons		Erica Nicolaus	OHR-16331 CD-2993
12-21975		No							Cerise Branch	
12-21976		No							Emma McHone	

PD LOG #	Initial Response Sent	Initial Response Due Date	Litigation Hold	Mailing format	Month	Next Due Date	Payment Amount	Payment Receipt Date
12-21965	9/13/2012	9/19/2012			2012-9	10/15/2012	\$ 18.10	9/24/2012
12-21966	9/13/2012	9/19/2012		Photocopy	2012-9	12/6/2012	\$ 4.90	12/20/2012
12-21967	9/13/2012	9/19/2012		Photocopy	2012-9	12/31/2012	\$ 4.30	12/26/2012
12-21968	9/19/2012	9/19/2012			2012-9	10/31/2012	\$ 1.69	
12-21969	9/13/2012	9/19/2012			2012-9	11/29/2012		
12-21970		9/19/2012			2012-9	9/19/2012		
12-21971	9/12/2012	9/19/2012			2012-9	9/19/2012	\$ 9.50	10/1/2012
12-21972	9/13/2012	9/19/2012			2012-9	11/1/2012		
12-21973	9/14/2012	9/19/2012			2012-9	9/19/2012	\$ 20.50	
12-21974	9/14/2012	9/19/2012			2012-9	9/19/2012		
12-21975	9/14/2012	9/19/2012			2012-9	9/19/2012		
12-21976	9/13/2012	9/19/2012			2012-9			

PD LOG #	PD Actions	PDC Hours	PDS Hours
12-21965	9/13/12 Initial response; offered Employee handbook and provided a list of CCD policies.9/25/2012Sent the requested employee handbook		
12-21966	9/13/12 Mailed initial letterEmailed routing slip to pdc's9/24/12G mailed followup to clarification letter. 9/27/12Added item #2 andRouted 2nd routing slip to pdc's 11/6/12Mailed cost letter 12/28/12Mailed responsive docs.I	1.25	1.00
12-21967	9/13/12 Mailed initial letterSent routing slip to pdc's10/4/12Responded to clarification letterRerouted routing slips to pdc's 10/31/12Mailed cost letter for item #1. 11/30/12Mailed 1st installment and cost letter for 2nd installment. 1/3/13Mailed final installment.	8.00	1.50
12-21968	9/13/2012 Workflow sent to Liz Bailey/Received records Liz placed on X drive. 10/2/2012 Cost letter sent. Once payment is received will place final page count on log. 10/18/2012 Received letter from Mr. Vorak asking that we email responsive documents to email he provided. 10/18/2012 I have responded by telling Mr. Vorak that we are unable to email this as attachment /it is over the allowable Mega Bytes. I told him i could provide them to him on CD/Waiting to hear back. 11/2/2012 received letter from Mr. Vorak would like responsvie records placed on CD.		
12-21969	9/12/12 Initial ResponseRouting to MCC10/8/12Rec'd Emails/responsive to requestVideo's are on the way 10/29/12Cost Letter/Video denial 12/19/2012No responseClosed File		
12-21970			
12-21971	9-12-12 AHCC PDU Cost ltr sent w/initial 10-1-12 Payment rcvd by AHCC PDU 10-1-12 Payment sent to AHCC inmate banking 10-11-12 AHCC inmate banking processed payment 10-18-12 AHCC PDU rcvd receipt from inmate banking 10-18-12 AHCC PDU sent final ltr w/documents.	2.00	
12-21972	1. Received request. 09-12-12 2. Ordered archived field file 09-12-12 3. Sent initial e-mail to Responder. 09-13-12 4. Final e-mail sent. 10-10-12		0.75
12-21973	Assigned to Louise Love		2.50
12-21974	assigned to Toni Flores		
12-21975	Assigned to Becky J Completed		2.50
12-21976	10/11/12 sent 1 page via email		1.00

PD LOG #	Requested Items	To Do Date	To Do Status
12-21965	-Employee Rule Book -Offender Rule Book	10/15/2012	Other
12-21966	1. Any and all email or other electronic communications related to WA Tort Claim #31077074. 2. All statutes, administrative codes, policies or procedures relevant to Tort Claim #31077074.	12/6/2012	Other
12-21967	1. The mailroom investigation related to the missing mail sent to Marci McMahon (certified mail # 7009-2820-0002-3183-3675) 2. Copy of McLaughlin's #707167, 1994 Custodial certificate while housed at WSP 3. Copy of McLaughlin's Relapse education program certificate while housed at CBCC 2003 4. Copy of McLaughlin's anger stress management certificate from CBCC. 6. Records showing how many 14-021 forms were completed at SCCC from 9/12/2010 to 9/12/2012. 7. A copy of DOC form #14-021 8. A copy of DOC form #14-036 9. Updated records from PDU-18946 from February 22, 2012 (date of previous request) to September 12, 2012 All inmates that received an infraction 102 that was reduced from an infraction 778 at SCCC 10. Any/all HSR's filed for polydipsia or when someone drinks a large amount of water due to prescription medication issued by DOC department at SCCC for any medical reason. 11. All mental health reports at WSP	12/31/2012	Other
12-21968	You have requested disclosure of Contract and Negotiations between DOC and Value added Communications, to include billing rates, for collect and prepaid calls if not already encompassed in contract.		Initial
12-21969	1. Any and all paperwork, email, handwritten notes, audio recordings and video recordings (to include, but not limited to visit room comment logs, video in the visit room, at the front desk at WSR and TRU) in regards to visits between Offender Curt Hansford #971719 and Tarea Lujan between August 18, 2012 and September 12, 2012. Specific staff mentioned Officer Devine SR, Devine JR, Devine (TRU-Female), O'Reilly, Sgt Burris, Lt. Holevinski, and any other staff.	11/29/2012	Other
12-21970			Initial
12-21971			Initial
12-21972	Paperwork related to completion of community service for Spokane County cause #961025837.	9/27/2012	Other
12-21973			Initial
12-21974			Initial
12-21975			Initial
12-21976	Copy of the Power of Attorney that may be in her husbands CF.		Initial

PD LOG #	Last Name	First Name	Requestor Type	DOC #	Date of Receipt	Assigned To	Summary	Date of Last Action	Status	Location	# of Pages Made Avail.	# of Pages Provided	All Staff Hours
12-21977	Garza	Dania	Law Enforcement	353608	9/13/2012	Skewis, Erin K. (DOC)	Dennis Harmon 353608 original offense, conviction, and behavior		3 Closed	In Unit	178	178	
12-21978	Hegge	Alvin	Offender	952368	9/13/2012	Garland, Kari A. (DOC)	any/all "writings" (emails and policies) relevant to tort claim 10070091	12/14/2012	3 Closed	In Unit	0	0	4
12-21979	Myers	Lindsey	Attorney	713798	9/13/2012	Terrell, Paula L. (DOC)	Michael Carroll 713798 any/all records; applications, criminal records, DVR, jail, financial aid, correspondence, and notes		3 Closed	In Unit			
12-21980	Farrow	James	Offender	971232	9/13/2012	Shamberg, Virginia B. (DOC)	all his records from 5/10/12-present	12/11/2012	3 Closed	In Unit	71	71	
12-21981	Pettit	Donald	Offender	351891	9/13/2012	Peterson, Terrina D. (DOC)	"evidence" related to grievances he's made; I&I records, emails and investigations	9/14/2012	3 Closed	In Unit	0	0	1
12-21982	LaTourette	Dave	Attorney	780536	9/13/2012	Schave, Gaylene R. (DOC)	Ausagetalitama Faga 780536 infractions and hearings		3 Closed	In Unit	418		22
12-21983	Kordel	Peter	Law Enforcement	mult.	9/13/2012	Skewis, Erin K. (DOC)	Orlen Darden 300261 and Michael Shellabarger 300990 incarceration dates and housing, phone #'s, STG monikers, and a list of visitors	9/14/2012	3 Closed	In Unit	30	30	1.5
12-21984	Day	Barbara	Citizen	981414	9/13/2012	Siverts, Jacqueline L. (DOC)	Raymond Reynoldson 981414 4/1/92 drugs CBCC write up Sgt. Firam, 4/16/99 assault AHCC write up Bev Ricky and cancellation, and date of escape from CCCC	10/25/2012	3 Closed	In Unit	25	25	3

PD LOG #	Archived	Authorization	Barcode#	Current Month's Hours	Date of Destruction	Destruction Date Due	Firm/Business Name	Follow	Full Name	General Comments
12-21977		No		2.50			Gilbert PD		Dania Garza	
12-21978		No		0.50					Alvin Hegge	
12-21979		No					Law Offices of David B. Vail & Jennifer Cross-Euteneier		Lindsey Myers	OHR-16344 10/24/12 FF placed in bin to be returned to archives. CF given to support staff to give to Health Services. 10/24/12 PD file placed in bin to be filed in PD file room.
12-21980		No							James Farrow	OHR-16684
12-21981		No							Donald Pettit	
12-21982		No							Dave LaTourette	
12-21983		No		1.50			Renton PD		Peter Kordel	
12-21984		No		3.00					Barbara Day	

PD LOG #	Initial Response Sent	Initial Response Due Date	Litigation Hold	Mailing format	Month	Next Due Date	Payment Amount	Payment Receipt Date
12-21977	9/17/2012	9/20/2012			2012-9			
12-21978	9/20/2012	9/20/2012			2012-9		\$ -	
12-21979	9/20/2012	9/20/2012			2012-9	10/26/2012		
12-21980	9/20/2012	9/20/2012		Photocopy	2012-9	12/6/2012	\$ 15.70	10/11/2012
12-21981	9/14/2012	9/20/2012			2012-9	10/15/2012	\$ -	
12-21982	9/17/2012	9/20/2012		Photocopy	2012-9			
12-21983	9/14/2012	9/20/2012			2012-9			
12-21984	9/17/2012	9/20/2012			2012-9	10/26/2012		

PD LOG #	PD Actions	PDC Hours	PDS Hours
12-21977	<p>9/17/12 - Emailed int; 1st install (121 pgs); Next Due 11/5/12 FF is in HQ Interstate Unit - Sent RS to Sarah Vansot CF Requested from SCCC</p> <p>10/5/12 - Emailed 2nd install (57 pgs, cf) denial and final letter EMAIL WAS NOT DELIVERED; RECORDS WERE TOO LARGE. I email requester asking for a mailing address. I will put records on CD and mail to her once I receive an address</p>		2.50
12-21978	<p>09/19/12 Sent RS to Risk Management & SCCC (duel 10/10/12) 09/20/12 Mailed int 5-day response letter (60/121812) 10/08/12 Per Risk Management - no docs (no time rept) 10/09/12 Per SCCC - no docs (2 hr time rept) 12/14/12 Mailed final letter to Hegge - no docs</p> <p>REQUEST CLOSED - PDU Folder to file room bin</p>	2.00	2.00
12-21979	<p>Requested on 9/18/12 the archived CF and FF. Received and checked the files for any responsive records. None were found. Placed FF in bin to be returned to archives and gave CF/MF to support staff to give to health services.</p> <p>Cost letter due 10/26/12</p> <p>10/26/12 no responsive records. Closure mailed.</p>		
12-21980	<p>9/17/2012 Workflow sent to SCCC. 9/20/2012 sent clarification letter. 10/3/2012 Received clarification back from requestor, he is only wanting a copy of his CF at this time. 10/9/2012 Int letter sent for timeframe. 10/12/2012 Cost letter sent/when Sis received report payment amount and page count on report log. 10/11/2012 Received letter from Mr. Farrow stating he could not pay for records. 10/16/2012 Sent letter asking him he would like to have me place the responsive records onto a CD to help with cost. 10/22/2012 received letter from Mr. Farrow letting me know that he is having a 3rd party to pay for records. Check will be sent mid Nov.</p> <p>CLOSED.</p>	3.00	2.00
12-21981	<p>9/13/12 Initial response/clarification10/25/2012No response/clarification from requestor.Closed file.</p>		1.00
12-21982	<p>9/17/12 sent clarification letter 11/13/12 ext letter sent. No hearing tapes available yet; only kept 2 years 12/17/12 sent routing slip to verify the 2 surveillance are still available. 1 from MCC and 1 from CRCC. Hearing tape from CRCC nothing on it. 12/18/12 emailed cost letter 1/2/13 sent packet to Courtney's drawer for review. Needs to be mailed today. waiting for tapes to arrive. There are surveillance that was reviewed regarding infractions. 3/13/13 10 day ext needed 3/25/13 offered 1 hearing tape, 1 surv. denied. 5/21/13 Administratively closed; no payment rec'd</p>	11.00	11.00
12-21983	9/14/12 - Emailed 30 pages to requester; final letter		1.50
12-21984	<p>1. Received initial request 09/13/12. 2. Routed item 1 to SCCC PDU. 09/17/12 3. Routed items 2 and 3 to AHCC PDU 09/17/12. 4. Sent initial e-mail and provided item 4 to requestor 09/17/12. 5. Routing slip 2 (AHCC) completed. 09-19-12 6. Routing slip 1 (SCCC) completed. 09-20-12 7. Second eyes. 10-16-12 8. Final letter and copies sent via e-mail. 10-25-12</p>	1.00	2.00

PD LOG #	Requested Items	To Do Date	To Do Status
12-21977			Initial
12-21978	A copy of any and all writings; any and all email or other electronic communications; all investigation reports and data relevant to WA Tort Claim #10070091 filed in the Office of Risk Management in Olympia. You are also requesting any Statutes, Administrative Code(s), Policies or Procedures that were relevant to processing WA Tort Claim #10070091.		Other
12-21979	1. Any and all records relevant to the medical treatment of Michael Carroll, DOC#713798 that are dated August 1, 2009 through September 13, 2012, the date your request.		Initial
12-21980	You have requested copies of all records regarding yourself to present day of September 13, 2012 when your request was received.		Initial
12-21981	Requested clarification 1. Request all "evidence" related on other than documents I wrote and actual grievance forms. Do you want all documents related to your grievances? If so, are you talking about the two listed in SEC-11170 (1212227 & 1211998)? Please provide the grievance numbers. 2. I would have received already through normal DOC channels. This is not a request for identifiable records. 3. I request records such as I&I records, emails, and otherwise on disclosed related notes and investigation records. Is this in regards to grievance numbers 1212227 & 1211998?		Other
12-21982	infractions and hearing tapes for offender Faga #780536		Initial
12-21983			Initial
12-21984	1. Drug infraction by Sargent Firam dated 04/01/1992 2. Assault infraction by Bev Ricky dated 04/16/1999. 3. Not guilty finding on assault infraction by Bev Ricky dated 04/16/1999. 4. Date of escape from Cedar Creek Corrections Center.	10/8/2012	Route

PD LOG #	Last Name	First Name	Requestor Type	DOC #	Date of Receipt	Assigned To	Summary	Date of Last Action	Status	Location	# of Pages Made Avail.	# of Pages Provided	All Staff Hours
12-21985	Francis	Shawn	Offender	749717	9/13/2012	Peterson, Terrina D. (DOC)	OMNI Static Risk Scores Report from 1/17/12 or most recent	10/3/2012	3 Closed	In Unit	4	4	
12-21986	McDonnell	Robert	Offender	285655	9/13/2012	DOC ES1 PDU	DOC hearing; 2 affidavit witness statements	10/16/2012	3 Closed	Out of Unit	11		
12-21987	Reuben	Antonio	Offender	332995	9/13/2012	DOC CBCC PDU	J&S		3 Closed	Out of Unit			
12-21988	West	Tracey	Citizen	303132	9/13/2012	DOC SRCJC PDU	Marcus Branch 303132 chronos for 4/27/12 and 5/24/12	9/17/2012	3 Closed	Out of Unit	2	2	
12-21989	Cain	Melanie	Provider	354662	9/13/2012	DOC SRCJC PDU	Ronald Heshner 354662 UA's	10/9/2012	3 Closed	Out of Unit	7	7	
12-21990	Bolton	Scott	Offender	971543	9/14/2012	Peterson, Terrina D. (DOC)	only the info used against him for serious infraction report by Janice Price and Richard Mate from 5/29/12		3 Closed	In Unit			
12-21991	Faulkner	Clarence	Offender	842107	9/14/2012	Terrell, Paula L. (DOC)	medical chronos, certification, license, training, and authorization allowing T. Kessler	10/5/2012	3 Closed	In Unit			4.5
12-21992	Bradley	Chris	Offender	986575	9/14/2012	DOC CBCC PDU	last 4 serious infraction reports		3 Closed	Out of Unit	28		0.3
12-21993	Finlay	Bruce	Attorney	902226	9/14/2012	DOC SRCJC PDU	Cory Sundberg 902226 supervision records		4 Closed - Duplicate	Out of Unit			
12-21994	Heggem	Larry	Offender	259763	9/14/2012	Schave, Gaylene R. (DOC)	CCO Mathern's letter to tort claim investigator Greg Pressel		3 Closed	In Unit			5
12-21995	Nguyen	Duong	Offender	881517	9/14/2012	DOC AHCC PDU	any/all reports and electronic communication from 8/14/12-9/5/12 from AHCC	11/13/2012	3 Closed	Out of Unit	25	25	1
12-21996	Andrews	Daniel	Offender	724848	9/14/2012	Pernula, Theresa L. 'Terry' (DOC)	all his DOC chronos	10/5/2012	3 Closed	In Unit	39	39	2.75

PD LOG #	Archived	Authorization	Barcode#	Current Month's Hours	Date of Destruction	Destruction Date Due	Firm/Business Name	Follow	Full Name	General Comments
12-21985		No							Shawn Francis	
12-21986		No							Robert McDonnell	
12-21987		No							Antonio Reuben	Payment sent for PD 12-19859
12-21988		No							Tracey West	
12-21989		Yes					Northwest Resouces		Melanie Cain	CD-3010
12-21990		No							Scott Bolton	
12-21991		No		2.00					Clarence Faulkner	OHR-16369 12/21/12 file placed in bin to be filed. 1/4/13 placed final appeal letter dated 12/24/12 in bin to be filed in file. 1/29/13 file pulled from the file room and is now on Paula's desk.
12-21992		No		0.30					Chris Bradley	2/6/14 file closed, never received funds.
12-21993		No							Bruce Finlay	
12-21994		No							Larry Heggem	OHR-16370, CD-3011
12-21995		No							Duong Nguyen	
12-21996		No							Daniel Andrews	

PD LOG #	Initial Response Sent	Initial Response Due Date	Litigation Hold	Mailing format	Month	Next Due Date	Payment Amount	Payment Receipt Date
12-21985	9/19/2012	9/20/2012			2012-9	10/22/2012	\$ 1.25	
12-21986	9/14/2012	9/20/2012			2012-9	9/20/2012		
12-21987		9/20/2012			2012-9	9/20/2012		
12-21988	9/14/2012	9/20/2012			2012-9	9/20/2012		
12-21989	9/17/2012	9/20/2012			2012-9	9/20/2012	\$ -	
12-21990	9/17/2012	9/21/2012			2012-9	11/19/2012		
12-21991	9/21/2012	9/21/2012			2012-9	11/2/2012		
12-21992	9/14/2012	9/21/2012			2012-9	9/21/2012	\$ 7.33	
12-21993	9/17/2012	9/21/2012			2012-9	9/21/2012		
12-21994	9/17/2012	9/21/2012			2012-9			
12-21995	9/21/2012	9/21/2012		Photocopy	2012-9	9/21/2012	\$ 6.70	10/31/2012
12-21996	7/31/2012	9/21/2012			2012-9	10/31/2012	\$ 9.90	10/1/2012

PD LOG #	PD Actions	PDC Hours	PDS Hours
12-21985	9/19/12 Sent initial response/cost letter 10/3/12 Emailed documents		
12-21986	Final cost letter to requestor on 10/16/12. (2.20 for copies plus 85 cents postage)	0.50	
12-21987			
12-21988	Assigned to Tierra Forks Bonds Completed by Becky Johnson		2.50
12-21989	Assigned to Tierra Forks Bonds Was due on 10/5/2012. Extension letter sent 10/4/2012 Completed		1.50
12-21990	09/17/12 Initial responseRouting Slip to OCC10/10/12Rec'd Documents 10/16/2012Cost Letter Sent 11/9/12Letter rec'd from requestor stating he only wants the Confidential Information, nothing else.Denial form sent, request closed.		
12-21991	RS to CRCC No responsive records. They are conducting another search. See my email dated 10/4/12. No records. 9/28/12 received ltr 10/11/12 responded to letter 10/11/12 received letter 10/19/11 responded to letter \$\$Cost letter due 11/2/12\$\$ 11/5/12 closure letter mailed. 11/14/12 CRCC e-mailed me the PD (see #2 above) and in reading it, it does not support the records requested under #2, therefore, I interpret it to not be responsive. 1/29/13 sent to Candie Dibble a copy of the file.	2.00	0.50
12-21992	9/18/12 Cost letter mailed	0.30	
12-21993	Assigned to Levy Vidal		
12-21994	Nothing found at MCC or Risk Managment. Gave request address to contact OFM directly. Request is closed.	3.00	2.00
12-21995		6.00	
12-21996	2012 9-20 mailed initial response/cost letter for 39 pgs /\$9.90 10-1 rcv'd letter fr requestor 10-1 rcv'd pmt of \$9.90 10-5 mailed final letter & 39 pgs as well as acknowledging letter of 10-1 HOURS: 2.75 CLOSED 2012 Sept. - 2.0 Oct. - 0.75		2.75